1. VRB Agenda 2.27.25

   Documents:

   VILLAGE_REVIEW_BOARD_AGENDA_02272025.PDF

2. Minutes For Approval

   Documents:

   MINUTES FOR APPROVAL 2.20.25.PDF

3. VRB 25-004 64 Pleasant St

   Documents:

   VRB 25004 COMPLETE APP.PDF

3.I. VRB Addendum - 64 Pleasant St Windows

   Documents:

   64 PLEASANT WINDOWS.PDF

4. VRB 25-006 167 Park Row

   Documents:

   VRB 25006 COMPLETE APP.PDF

Town of Brunswick, Maine

Planning & Development Department
85 UNION STREET, BRUNSWICK, ME 04011

VILLAGE REVIEW BOARD AGENDA
Thursday, February 27, 2025 @ 6:30 P.M.
Brunswick Town Hall Room 117

There is an opportunity to attend this meeting in person or view the meeting via Zoom

How to watch and comment via Zoom
Please follow the link below to join the webinar:
https://us02web.zoom.us/j/86768941251?pwd=s3D9o3v29vYZbGsAeCWz2uKzjVyzT2.1
Passcode: 5Se7ud

The public may provide comment via email (jerdman@brunswickme.gov) prior to the meeting OR they may provide live comment at the meeting via Zoom or in person. Comments are allowed during the public comment period, during public hearings, and on other items and matters at the discretion of the Council Chair.

1. **Approval of Minutes**
   June 18, 2024
   July 16, 2024
   November 19, 2024

2. **Election of Officers**

3. **Case No. VRB 25-004 64 Pleasant Street:** At the request of the applicants and owners, Gail Gross and Kristin Von Donop, the Village Review Board will review and act upon a request for a Certificate of Appropriateness to replace the existing windows in their home with aluminum-clad windows. The property is located at 64 Pleasant Street (Map U15, Lot 62) within the Growth Residential Use 6 (GR6) Zoning District and the Village Review Overlay (VRO).

4. **Case No. VRB 25-006 167 Park Row:** At the request of the applicant, Christopher Byrne, on behalf of the owner CBCG Realty LLC, the Village Review Board will review and act upon a request for a Certificate of Appropriateness to construct a 40 sq ft deck with entry door towards the rear of the property. The property is located at 167 Park Row (Map U13, Lot 188) within the Growth Mixed Use 6 (GM6) Zoning District and the Village Review Overlay (VRO).

5. **Staff Approvals:**
   56 Maine Street – Signage
   16 Station Ave – Signage
   163 Park Row – Signage

6. **Other Business**

7. **Adjourn**

DRAFT
TOWN OF BRUNSWICK
VILLAGE REVIEW BOARD
JUNE 18, 2024 @ 7:15 P.M.
BRUNSWICK TOWN HALL, COUNCIL CHAMBERS

MEMBERS PRESENT: Chair Annee Tara, Vice Chair William Steinbeck, Aimee Keithan (Online), Claudia Knox, Josh Lincoln (Online), and Robert Wiener

MEMBERS ABSENT: Phil Carey

STAFF PRESENT: Deputy Planning Director, Julie Erdman

Election of Officers
MOTION BY CLAUDIA KNOX TO NOMINATE ANNEE TARA TO CHAIR OF THE VILLAGE REVIEW BOARD. MOTION SECONDED BY WILLIAM STEINBOCK, APPROVED UNANIMOUSLY.

MOTION BY CLAUDIA KNOX TO NOMINATE ROB WIENER TO VICE CHAIR OF THE VILLAGE REVIEW BOARD. MOTION SECONDED BY ANNEE TARA, APPROVED UNANIMOUSLY.

Approval of Minutes: February 22, 2024
MOTION BY ROB WIENER TO APPROVE THE MINUTES OF FEBRUARY 22, 2024. MOTION SECONDED BY WILLIAM STEINBOCK, APPROVED BY ANNEE TARA, CLAUDIA KNOX, JOSH LINCOLN, ROB WIENER, AND WILLIAM STEINBOCK. AIMEE KEITHAN ABSTAINED. MOTION PASSES 5-1

Case No. VRB 24-007 – 0 Mill St: (This item started at 0:06:43)
At the request of the applicant Mark Dorsey, on behalf of the owner Lumbo Ledge LLC, the Village Review Board will review and take action on a request for a Certificate of Appropriateness to construct a new duplex with an accessory dwelling unit 0 Mill St. (Map U14, Lot 122). The subject property is located within the Growth Mixed Use (GM6) Zoning District and the Village Review Overlay (VRO).

Julie Erdman introduced the project. Applicant Mark Dorsey provide an overview of the proposed project.

MOTION BY WILLIAM STEINBOCK TO DEEM THE CERTIFICATE OF APPROPRIATENESS APPLICATION COMPLETE. MOTION SECONDED BY CLAUDIA KNOX, APPROVED UNANIMOUSLY.

The Board asked questions and the applicant answered.

The Board discussed this item.

MOTION BY AIMEE KEITHAN THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR NEW CONSTRUCTION TO A CONSTRUCT A NEW THREE-STORY, DUPLEX BUILDING WITH AN ACCESSORY DWELLING UNIT LOCATED ON A VACANT LOT AT MAP U14, LOT 122 (SOUTHEAST CORNER OF MILL AND UNION STREETS), AS OUTLINED IN THE APPLICATION AND AS SATISFIED BY SUBSECTION 5.2.8.C WITH THE FOLLOWING CONDITION(S):

1. That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification, shall require further review and approval in accordance with the Brunswick Zoning Ordinance.

2. That prior to the issuance of any building permit the applicant shall receive notification of the Code Enforcement Officer's determination that the proposal:

a. Meets all applicable Zoning Ordinance standards

b. Receives Staff Review Committee approval for Minor Development Review.

3. Second floor windows shall be aligned with the first and third floor windows.

4. All second-floor windows on the Union Street side shall be the same size.

5. A frieze board shall be installed between the third-floor windows and the soffit.

6. A hip roof and columns shall be utilized for the Mill Street entrance as opposed to a shed roof.

7. The Union Street entrance shall be enhanced with a portico emulating the front entrance on Mill Street.

8. The roof structure shall be reworked to bring all ridgelines to the same elevation.

9. Heat pumps and solar panels shall be installed to the rear of the building, not visible from the street.

MOTION SECONDED BY WILLIAM STEINBOCK, APPROVED UNANIMOUSLY.

Staff Approvals: (This item began at 1:31:20)

VRB 24-006 – 2 Station Ave Signage – Blake Orchard
VRB 24-008 – 149 Maine St Signage – Elizabeth Nails
VRB 24-009 – 66 Maine St Signage – Magpie

VRB 24-010 – 147 Maine St Signage – The Frappe Shoppe
VRB 24-011 – 167 Park Row Signage – Back Cove Financial
VRB 24-012 – 82 Pleasant St Signage – Next Home Premier Realty
VRB 24-013 – 146 Maine St Signage – Lemont Block Collective

Adjourn
MOTION BY CLAUDIA KNOX TO ADJOURN THE MEETING. MOTION SECONDED BY JOSH LINCOLN, APPROVED UNANIMOUSLY.

Respectfully Submitted,
Tonya Jenusaitis
Recording Secretary

DRAFT
TOWN OF BRUNSWICK
VILLAGE REVIEW BOARD
JULY 16, 2024 @ 7:15 P.M.
BRUNSWICK TOWN HALL, COUNCIL CHAMBERS

MEMBERS PRESENT: Chair Annee Tara, Vice Chair William Steinbock, Phil Carey, Claudia Knox, and Robert Wiener

MEMBERS ABSENT: Aimee Keithan and Josh Lincoln

STAFF PRESENT: Deputy Planning Director, Julie Erdman

Approval of Minutes: No minutes were approved at this meeting.

Case No. VRB 24-014 – 54 Federal St: At the request of the applicant Gregory Harper, on behalf of the owners Jarrod and Beth Tembreull, the Village Review Board will review and act on a request for a Certificate of Appropriateness to replace siding and install corner boards at 54 Federal St. (Map U13, Lot 197). The subject property is located within the Growth Residential (GR7) Zoning District and the Village Review Overlay (VRO).

Julie Erdman introduced the application and the applicant, Greg Harper, reviewed the application.

Board members asked questions and Mr. Harper answered.

Chair Annee Tara opened the meeting to public comment. No comments were made and the public comment period was closed.

Members discussed the application.

MOTION BY PHIL CAREY TO DEEM THE CERTIFICATE OF APPROPRIATENESS APPLICATION COMPLETE. MOTION SECONDED BY WILLIAM STEINBECK, APPROVED UNANIMOUSLY.

MOTION BY PHIL CAREY TO APPROVE THE CERTIFICATE OF APPROPRIATENESS FOR ALTERATIONS TO REPLACE THE SHINGLE SIDING AND ADD CORNER BOARDS AT MAP U13, LOT 197A: 54 FEDERAL STREET AS OUTLINED IN THE APPLICATION AND IS SATISFIED BY SUBSECTION 5.2.A.C WITH THE FOLLOWING CONDITION.

1. That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the

approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification, shall require further review and approval in accordance with the Brunswick Zoning Ordinance.

MOTION SECONDED BY WILLIAM STEINBECK, APPROVED UNANIMOUSLY.

Case No. VRB 24-015 – 99 Maine St: At the request of the applicant Raj Sharma, on behalf of the owner Tondreau LLC, the Village Review Board will review and act on a request for a Certificate of Appropriateness to replace windows, doors and an awning at 99 Maine St. (Map U13, Lot 143). The subject property is located within the Growth Mixed-Use 6 (GM6) Zoning District and the Village Review Overlay (VRO).

Julie Erdman introduced the application and the applicant representative, Van Sharma, presented a PowerPoint.

Board members asked questions and Mr. Sharma answered.

Chair Annee Tara opened the meeting to public comment. No comments were made and the public comment period was closed.

Board members discussed the application.

MOTION BY ANNEE TARA TO DEEM THE CERTIFICATE OF APPROPRIATENESS APPLICATION COMPLETE. MOTION SECONDED BY PHIL CAREY APPROVED UNANIMOUSLY.

MOTION BY ANNEE TARA THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR ALTERATIONS TO THE FRONT FAÇADE INCLUDING REPLACEMENT OF THE FRONT DOOR, WINDOWS AND AWNING AT MAP U13, LOT 143; 99 MAINE STREET, AS OUTLINED IN THE APPLICATION AND AS SATISFIED BY SUBSECTION 5.2.8.C WITH THE FOLLOWING CONDITION(S):

1. That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification, shall require further review and approval in accordance with the Brunswick Zoning Ordinance.

2. Prior to construction, building and sign permits must be issued by the Code Enforcement Office.

3. Revised drawings consistent with the Board's discussion with the applicant and the sketch provided by the Board during the meeting, be submitted to the satisfaction of the Deputy Director of Planning and Development.

MOTION SECONDED BY WILLIAM STEINBOCK, APPROVED UNANIMOUSLY.

Staff Approvals: None

Adjourn:
MOTION BY PHIL CAREY TO ADJOURN THE MEETING. MOTION SECONDED BY ROB WIENER, APPROVED UNANIMOUSLY.

Respectfully Submitted,
Tonya Jenusaitis
Recording Secretary

DRAFT
TOWN OF BRUNSWICK
VILLAGE REVIEW BOARD
NOVEMBER 19, 2024 @ 6:30 P.M.
BRUNSWICK TOWN HALL, COUNCIL CHAMBERS

MEMBERS PRESENT: Chair Annee Tara, Vice Chair William Steinbock, Phil Carey, Claudia Knox, Josh Lincoln, and Robert Wiener

MEMBERS ABSENT: Aimee Keithan

STAFF PRESENT: Jay Astle, Assistant Town Manager

Case No. VRB 24-022 – 10 High Street: At the request of the applicant and owner, Will Rowan, the Village Review Board will review and act on a request for a Certificate of Appropriateness to add a prefabricated storage shed to the property at 10 High Street (Map U14, Lot 79). The subject parcel is located within the Growth Residential 6 (GR6) Zoning District and the Village Review Overlay (VRO).

Chair Annee Tara introduced the application.

Applicant Will Rowan reviewed his application.

Board members asked questions and the applicant answered.

Chair Annee Tara opened the meeting to public comment.
Comments made by: Thomas Carhart

Board members discussed the application and made adjustments to the draft Conditions of Approval.

MOTION BY PHIL CAREY TO DEEM THE CERTIFICATE OF APPROPRIATENESS APPLICATION COMPLETE. MOTION SECONDED BY WILLIAM STEINBECK, APPROVED UNANIMOUSLY.

MOTION BY PHIL CAREY THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR NEW CONSTRUCTION OF AN ACCESSORY STRUCTURE IN ORDER TO CONSTRUCT A NEW STORAGE SHED ON THE PROPERTY LOCATED AT 10 HIGH STREET, AS OUTLINED IN THE APPLICATION AND AS SATISFIED BY SUBSECTION 5.2.8.C.(4).II WITH THE FOLLOWING CONDITIONS:

1. That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions

of approval or otherwise approved by the Director of Planning and Development as a minor modification, shall require further review and approval in accordance with the Brunswick Zoning Ordinance.

2. That the orientation of the storage shed is adjusted 90 degrees so that the narrow side of the shed faces the street.
3. That the storage shed is moved back 10 additional feet so that it is a minimum of 40 feet from the curb line.

MOTION SECONDED BY CLAUDIA KNOX. MOTION APPROVED UNANIMOUSLY.

Case No. VRB 24-024 – 22 Elm St: At the request of the applicant, David Matero Architecture, and on behalf of the owner, Maine State Music Theatre, the Village Review Board will review and act on a request for a Certificate of Appropriateness to add and replace windows on the second floor of 22 Elm Street (Map U13, Lot 94). The subject property is located within the Growth Mixed Use 6 (GM6) Zoning District and the Village Review Overlay (VRO).

Chair Annee Tara introduced the application.

Applicant representative David Matero reviewed this application.

Board members discussed the application.

MOTION BY PHIL CAREY THAT THE BOARD APPROVES THE CERTIFICATE OF APPROPRIATENESS FOR ALTERATIONS TO RENOVATE AND ALTER THE MAINE STATE MUSIC THEATRE BUILDING AT MAP U13, LOT 94; 22 ELM STREET, AS OUTLINED IN THE APPLICATION AND AS SATISFIED BY SUBSECTION 5.2.8.C WITH THE FOLLOWING CONDITION(S):

1. That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification, shall require further review and approval in accordance with the Brunswick Zoning Ordinance.

MOTION SECONDED BY ROB MOORE, APPROVED UNANIMOUSLY.

Staff Approvals:

- 147 Maine Street – Signage
- 22 Pleasant Street – Signage
- 50 Maine Street – Signage
- 2 Pleasant Street – Signage

Other Business:

- Climate Action Plan Support *Item added 11.19.2024:

Phil Carey briefly reviewed the Climate Action Plan.

Members discussed the plan and possible impacts.

MOTION BY WILLIAM STEINBOCK TO SUPPORT A LETTER OF SUPPORT REGARDING THE CLIMATE ACTION PLAN TO BE DRAFTED BY PHIL CAREY AND CLAUDIA KNOX FOR THE TOWN COUNCIL. MOTION SECONDED BY JOSH LINCOLN. MOTION APPROVED UNANIMOUSLY.

Adjourn
MOTION BY ANNEE TARA TO ADJOURN THE MEETING. MOTION SECONDED BY PHIL CAREY, APPROVED UNANIMOUSLY.

Respectfully Submitted,
Tonya Jenusaitis
Recording Secretary

Town of Brunswick, Maine

DEPARTMENT OF PLANNING AND DEVELOPMENT

DRAFT FINDINGS OF FACT
REQUEST FOR CERTIFICATE OF APPROPRIATENESS
FOR ADDITIONS AND ALTERATIONS
VILLAGE REVIEW BOARD

PROJECT NAME: 64 Pleasant Street Windows

CASE NUMBER: VRB 25-004

LOCATION: Map U15, Lot 62; 64 Pleasant Street

APPLICANT: Gail Gross
64 Pleasant Street
Brunswick, ME 04011

OWNER: Gail Gross & Kristin Von Donop
64 Pleasant Street
Brunswick, ME 04011

REVIEW DATE: February 27, 2025

PROJECT SUMMARY

The applicant is requesting a Certificate of Appropriateness for Alterations to replace all of the existing windows in the home with aluminum-clad, double-hung, two-over-one simulated divided-lite windows. The applicant would like to provide a cohesive look while improving the insulation value of the windows. The new windows will match the existing in design, size and configuration. The home is a contributing Colonial Revival structure constructed circa 1889.

REVIEW STANDARDS, SECTION 5.2.8.C, TOWN OF BRUNSWICK ZONING ORDINANCE

(1) General Standard

a. **All Certificates of Appropriateness for new construction, additions, alterations, relocations or demolition shall be in accordance with applicable requirements of this Ordinance.**

   The proposed modifications to the property require only a Certificate of Appropriateness as there are no structural changes to the building.

b. **In meeting the standards of this Ordinance, the applicant may obtain additional guidance from the *U.S. Secretary of Interior's Standards for Rehabilitating Historic Buildings* and the *Village Review Zone Design Guidelines*.**

   The Village Review Overlay District Design Guidelines encourage repair of original windows over replacement. They note that most heat loss is not through the single pane of glass but through parts that have loosened over time. The guidelines advise the use of storm

windows to retain heat and note that even though they may visually compromise the visual appearance of a building, they are easily removed.

For replacement windows, the guidelines state that "the first and best option to maintain historic character is to look for a replacement in kind – a window that matches the size, material, muntin configuration, and detail of the existing window."

(2) New Construction and Additions and Alterations to Existing Structures

a. In approving applications for a Certificate of Appropriateness for new construction, additions or alterations to contributing resources, the reviewing entity shall make findings that the following standards have been satisfied:

i. Any additions or alterations shall be designed in a manner to minimize the overall effect on the historic integrity of the contributing resource.

The applicant proposes to use Pella Reserve Series Traditional double-hung replacement windows with a two over one grid pattern for an authentic appearance. The Pella website boasts that the Reserve series products have been approved for use by the National Park Service for use on projects with historic tax credits on a case by case basis. As noted, the windows will remain the same size and in the same configuration as the existing windows. The applicant believes that most, if not all of the existing windows are original to the structure. The majority of them exhibit the two over one design.

ii. Alterations shall remain visually compatible with the existing streetscape.

The proposed revisions are compatible with the existing streetscape.

iii. Concealing of distinctive historic or architectural character-defining features is prohibited. If needed, the applicant may replace any significant features with in-kind replacement and/or accurate reproductions.

The applicant is proposing to replace the windows with accurate reproductions of the original windows that are energy efficient.

iv. New construction or additions shall be visually compatible with existing mass, scale and materials of the surrounding contributing resources.

Not applicable.

v. When constructing additions, the applicant shall maintain the structural integrity of existing structures.

Not applicable.

b. In approving applications for a Certificate of Appropriateness for new construction of, or additions to commercial, multi-family and other non-residential structures, the Village Review Board shall make findings that the following additional standards have been satisfied.

i. **Where practicable, new off-street parking shall be located to the rear of the principal building and shall be accessed from a secondary street. In cases where off-street parking currently exists in a front or side yard, the parking area shall be screened from the public right-of-way with landscaping or fencing.**

Not applicable.

ii. **Site plans shall identify pedestrian ways and connections from parking areas to public rights-of-way.**

Not applicable.

iii. **All dumpsters and mechanical equipment shall be located no less than 25 feet away from a public right-of-way, unless required by a public utility, and shall be screened from public view.**

Not applicable.

iv. **Roof-top mounted heating, ventilation, air conditioning and energy producing equipment shall be screened from the view of any public right-of-way or incorporated into the structural design to the extent that either method does not impede functionality. Parapets, projecting cornices, awnings or decorative roof hangs are encouraged. Flat roofs without cornices are prohibited.**

Not applicable.

v. **The use of cinder block, concrete and concrete block is prohibited on any portion of a structure that is visible from the building's exterior, with the exception of use in the building's foundation.**

Not applicable.

vi. **The use of vinyl, aluminum or other non-wood siding is permitted as illustrated in the Village Review Board Design Guidelines. Asphalt and asbestos siding are prohibited.**

Not applicable.

vii. **Buildings with advertising icon images built into their design ("trademark buildings") are prohibited.**

Not applicable.

viii. **No building on Maine Street shall have a horizontal expanse of more than 40 feet without a pedestrian entry.**

Not applicable.

ix. **No building on Maine Street shall have more than 15 feet horizontally of**

windowless wall.

Not applicable.

x. **All new buildings and additions on Maine Street shall be built to the front property line. This may be waived if at least 60 percent of the building's front facade is on the property line, and the area in front of the setback is developed as a pedestrian space.**

Not applicable.

xi. **If adding more than 50 percent new floor area to a structure located on Maine Street, the addition shall be at least two (2) stories high and/or not less than 20 feet tall at the front property line.**

Not applicable.

xii. **The first-floor facade of any portion of a building that is visible from Maine Street shall include a minimum of 50 percent glass. Upper floors shall have a higher percentage of solid wall, between 15 percent and 40 percent glass.**

Not applicable.

c. **Proposed additions or alterations to noncontributing resources shall be designed to enhance or improve the structure's compatibility with nearby contributing resources as compared to the existing noncontributing resources.**

The building is a contributing structure and therefore this standard is not applicable.

(3) Signs

Signs shall comply with the requirements of Section 4.13 (Signs) with consideration given to the Village Review Zone Design Guidelines.

No new signage is proposed as part of this project; not applicable

(4) Demolition and Relocation

a. **Demolition or partial demolition or relocation of a contributing or, if visible from a public right-of-way, a noncontributing resource, excluding incidental or noncontributing accessory buildings and structures located on the same property, shall be prohibited unless the application satisfies at least one of the following criteria.**

i. **The structure poses an imminent threat to public health or safety. An application must be accompanied by a report from a qualified structural engineer for review by the Codes Enforcement Officer and photographs depicting the current condition of the building.**

There is no demolition proposed and therefore this standard is not applicable.

ii. **The condition of the structure is such that it cannot be adapted for any other permitted use, whether by the current owner or by a purchaser, resulting in a reasonable economic return, regardless of whether that return represents the most profitable return possible, provided that the applicant can document he/she has not contributed significantly to the deterioration of the structure. An opinion shall be provided from an architect, licensed engineer, developer, real estate consultant or appraiser or from a professional experienced in historic rehabilitation, as to the economic feasibility for restoration, renovation, or rehabilitation of the contributing resource versus demolition or relocation of same.**

Not applicable.

b. **Demo, partial demolition or relocation of a noncontributing resource visible from a public right-of-way, shall be approved by the Village Review Board if it is determined that the proposed replacement structure or reuse of the property is deemed more appropriate and compatible with the surrounding contributing resources than the resource proposed for demolition.**

Not applicable.

DRAFT MOTIONS
MAP U15, LOT 62 (64 PLEASANT STREET)
REQUEST FOR A CERTIFICATE OF APPROPRIATENESS FOR ALTERATIONS
VILLAGE REVIEW BOARD
REVIEW DATE: FEBRUARY 27, 2025

Draft Motion 1: That the Certificate of Appropriateness application is deemed complete.

Motion: Second: Vote:

Draft Motion 2: That the Board approves the **Certificate of Appropriateness for Alterations** to replace windows in the single-family home located at Map U15, Lot 62; 64 Pleasant Street, as outlined in the application and as satisfied by Subsection 5.2.8.C with the following condition:

1. That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification, shall require further review and approval in accordance with the Brunswick Zoning Ordinance.

Motion: Second: Vote:

Received: 1/31/25
By: LS

VRB Case #: 25-004

VILLAGE REVIEW OVERLAY
CERTIFICATE OF APPROPRIATENESS
APPLICATION

1. Project Applicant:

   Name: GAIL GROSS
   Address: 64 PLEASANT ST.

   Phone Number: 207 844 3244
   Email Address: gail gross @ msn. com

2. Project Property Owner:

   Name: GAIL GROSS KRISTIN VON DONOP
   Address: 64 PLEASANT ST

   Phone Number: see above
   Email Address:

3. Authorized Representative: (If different than applicant)

   Name:
   Address:

   Phone Number:
   Email Address:

4. Physical Location of Property Being Affected:

   Address: 64 PLEASANT ST.

5. Tax Assessor's Map # U15 Lot # Ø62 of subject property.

PARCEL U15-Ø62
TR-1
Town Residentia #1
Inner pleasant St.
in Village Review zone

6. Underlying Zoning District TR-1

7. Type of Activity (check all that apply):

   - ☐ Additions and New Construction
   - ☐ Structural Alteration
   - ☐ Demolition/Moving of Structure
   - ☐ Sign Permit

8. Describe the location and nature of the proposed change(s), including a brief description of the proposed construction, reconstruction, alteration, demolition, proposed re-use, or other change (use separate sheet if necessary): WE WOULD LIKE TO UPDATE OUR WINDOWS TO IMPROVE OUR INSULATION FROM SINGLE PANES TO DOUBLE PANES. THE STORMS OBSCURE THE TWO OVER ONES AND THESE WINDOWS ARE NOT THICK ENOUGH TO INSTALL DOUBLE PANES IN THEM.

Applicant Name (printed): GAIL GROSS

Applicant Signature:

Property Owner Name (printed): GAIL GROSS KRISTIN VON DONOP

Property Owner Signature:

Revised 12/17/2024

Generally it is required that:

- Any changes are appropriate for the architectural and historical character of a building. This is especially important for details such as trim, railings, windows, etc.
- Alterations or new construction respect the visual character of the streetscape and neighborhood and reflect the scale, the textures, and the overall forms and relationships of those surroundings.

Application Requirements

Please attach the following information to complete your application. A thorough application and thoughtful consideration of the project's impact to the Village Review Overlay Zone will ensure a complete and prompt review by the Staff/Board:

- ☐ Completed application form and applicable review fee.
- ☐ A copy of the building survey prepared by the Pejepscot Historical Society pertaining to the structure under review (*provided by Department Staff)*.
- ☐ A drawing showing the design, texture, and location of any construction, alteration and/or demolition for which a certificate is required. The drawing shall include plans and exterior elevations drawn to scale, with sufficient detail to show their relations to exterior appearances and the architectural design of the building. Drawings need not be prepared by an architect or engineer, but shall be clear, complete, and specific.
- ☐ A site plan which shows the relationship of the changes to the surroundings.
- ☐ If architectural features are to be removed or replaced (including but not limited to original windows, siding, roofing material and other design elements), provide photographic documentation or a written assessment from a preservation professional or contractor explaining the condition of the material and reason for removal/replacement.
- ☐ Photographs of the building(s) involved, its context, and detailed photos of immediate area.
- ☐ List all proposed materials and products, and clearly identify their location on the drawings. Indicate texture of material, if applicable.
- ☐ Provide manufacturer's product information and, if possible, bring material samples to the meeting.
- ☐ Provide information such as dimensions, photographs or source for salvaged or reused materials.

For demolition applications, all applications must also address review standards contained in Subsection 5.2.8.C (4) of the Brunswick Zoning Ordinance.

All applicants for Major Review are required to attend the Village Review Board meeting to present their application.

Notification

The Department of Planning and Development will identify all property located within a 200 foot radius of the parcel subject to review. The owners of identified property will be notified by the Planning and Development Department by first class mail at least 10 days prior to the Village Review Board meeting.

Application Fees

The following application fees shall be paid upon submittal for any project requiring a Certificate of Appropriateness:

Minor Review (Staff-level): $75.00

Major Review (Village Review Board-level): $150.00

VILLAGE REVIEW OVERLAY
APPLICATION FOR CERTIFICATE OF COMPLIANCE
APPLICATION CHECK-LIST

This checklist will be completed by the Department of Planning and Development. The Department requires that all application materials be submitted in BOTH hard copy and digital format. In addition, for Major Review applications, EIGHT (8) HARD COPIES are required after your application is considered complete by Department staff. Your project will not be placed on the Village Review Board's agenda until this determination is made. For assistance, please contact the Department of Planning and Development at (207)725-6660.

- ☑ Completed application form
- ☑ A copy of the building survey prepared by the Pejepscot Historical Society pertaining to the structure under review (*provided by Department Staff*).
- N/A ☐ A drawing showing the design, texture, and location of any construction, alteration, demolition for which a certificate is required. The drawing shall include plans and exterior elevations drawn to scale, with sufficient detail to show their relations to exterior appearances and the architectural design of the building. Drawings need not be prepared by an architect or engineer, but shall be clear, complete, and specific.
- ☑ A site plan or photographs showing the relationship of the changes to the surroundings.
- ☐ If architectural features are to be removed or replaced (including but not limited to original windows, siding, roofing material and other design elements), provide photographic documentation or a written assessment from a preservation professional or contractor explaining the condition of the material and reason for removal/replacement.
- ☑ Photographs of the building(s) involved, its context, and detailed photos of immediate area.
- ☑ List all proposed materials and products, and clearly identify their location on the drawings. Indicate texture of material, if applicable.
- ☑ Provide manufacturer's product information and, if possible, bring material samples to the meeting.
- N/A ☐ Provide information such as dimensions, photographs or source for salvaged or reused materials.
- N/A ☐ For demolition applications, provide detailed information addressing standards contained in Subsections 5.2.8.C (4) of the Brunswick Zoning Ordinance.

This application was certified as being complete on 2/13/25 **(date) by** JULIE ERDMAN **of the Department of Planning and Development.**

THIS APPLICATION WAS:

- ☐ **Granted**
- ☐ **Granted With Conditions**
- ☐ **Denied**
- ☐ **Forwarded to Village Review Board**
- ☐ **Building Permit Required**
- ☑ **Building Permit NOT Required**

Applicable Comments: _____

_____

_____

_____

_____
Signature of Department Staff Reviewing Application

Revised 12/17/2024

COMPLIANCE WITH ZONING STANDARDS

<u>Notice:</u> ***This form is to be completed by the Codes Enforcement Officer and filed with the application.***

This is to certify that the application for Certificate of Appropriateness submitted by

GAIL CROSS, relating to property designated on Assessors Tax Map # U15 and

Lot # 62 has been reviewed by the Codes Enforcement Officer and has been found to be in

compliance with all applicable zoning standards:

Comments: _____

Signed: _____

Date: 8-20-25

015-62.

HISTORIC PRESERVATION SURVEY

PLACE PHOTO HERE

Cumberland (County) Brunswick (City/Town) 64 Pleasant Street (Street Address and Number)

Name of Building/site: historic: 1889 residence of Amos O. Reed (Common and/or Historic)

Approximate Date: 1889 Style: Shingle, Colonial Revival

Type of Structure:
☒ Residential ☐ Commercial ☐ Industrial ☐ Other:

Condition: ☐ Good ☐ Fair ☐ Poor

Endangered: ☐ No ☐ Yes

Surveyor: J. Goff Organization: Pejepscot Regional Survey Date:

Rating:

Historic Significance to the Community:

Residence of carpenters Cyrus A. Ridley, John G. Storer 1908-1940.

(For Additional Information — Use Reverse Side)

64 PLEASANT

Maps: 1910 #64= C.A. Ridley

Deeds: 561:340 Elizabeth W. Stone+ (Daniel H. Stone Hrs.) to Edwin M. Brown Greenleaf Lot 5...3/1/1889
561:342 EMB to Amos O. Reed $1 premises 9/2/1889.cites Eliz. W. Stone.
664:184 AOR $1500 mortgage to B.S.I. w/ all bldgs where I now live 12/5/1898. cites 561:342
831:452 Nancy L. Reed to Cyrus A. Ridley $1 premises 12/14/1908. cites 561:340 by name, also 561:342.

Newspaper: Brunswick Telegraph 11/8/1889:"Workmen are making good progress on the houses of Messrs. A.O. Reed and D.E. Stanwood, the first on the north side, Pleasant street, east slope of Powder House Hill, the latter on the top of the hill north side. When completed they will contribute to the good looks of the street."

1910 Directory: Cyrus A. Ridley, carpenter, 64 Pleasant
John G. Storer, carpenter, 64 Pleasant
Mrs. Sarah A. Simpson, 64 Pleasant
Mrs. Emily Wottan, emp. Cabot Mill, bds 64 Pleasant

Later Directories: 1917-1934=Cyrus A. Ridley (1930-1932 with co-tenants)
1936-1940= John G. Storer
1942-1944=Mrs. Bessie C. Stimson
1946-1971=Napoleon (J.) Metevier (1955-1971 with co-tenants)
1975-1977=Mrs. Marie D. Metevier with Pierre P. Caron
1979= no return

Attachment: 64 Pleasant Street

1. Photos of existing windows with metal storms and screens

Attachment: 64 Pleasant Street

2. **Photos that are an example of Pella Reserve Traditional windows**

TO: VILLAGE REVIEW BOARD, PLANNING AND DEVELOPMENT, BRUNSWICK

FROM: 64 PLEASANT STREET, KRISTIN VON DONOP & GAIL GROSS

SUBJECT: WINDOWS

DATE: JANUARY 30, 2025

We are the homeowners of 64 Pleasant Street and plan to replace windows in our home. We understand that our home is located on inner Pleasant Street and is considered historical. That is precisely why we chose to purchase this home. Both Gail and I have previously owned homes, one from 1870 and the other from 1910, respectfully.

We selected Pella as our vendor, and they provide a premium quality window that will preserve the historical integrity of our 1890 home. We also chose the Pella Reserve Series, Traditional Replacement Double Hung windows. They meet every historical requirement across the USA.

The classical aesthetic features include:

- Wood interior
- Aluminum clad exterior
- No nails or screws
- Traditional grille pattern that looks like individual panes of glass
- Insulated dual glass
- Lifetime guarantee

"*The Pella Reserve Series Traditional are windows that are classically styled and exquisitely crafted wood windows designed to add architectural interest to your home.*"

We are paying significantly more for these windows to ensure it is an in-kind replacement. These new windows will replace the existing windows with new materials that identically match the original with respect to design, size, configuration, and other visual qualities.

There are two attachments for your reference. One is the order form that provides details for each window we will replace on the second story. Please note the second-floor bathroom window will have the same glass as the others. The second attachment provides photos the existing windows and a sample of Pella Reserve Tradition windows.

Lourdes Sanchez

From: Gail Gross <gailgross@msn.com>
Sent: Thursday, January 23, 2025 5:05 PM
To: Julie Erdman
Cc: Lourdes Sanchez
Subject: 64 Pleasant St #1

Dear Ms. Erdman,
Thank you for the opportunity to send these images. These are photos of the front three sides of the structure. They are 2 over one single paned windows that are probably mostly original. We have proof in our back yard that windows had been thrown in a trash heap during the previous renovation (date unknown). I am still removing shards of pane glass and other materials from the back yard! As you can see in these photos, some of the windows have storms. Some do not. Some of the windows are non functioning. The glare of the storm windows most often obscures the window beneath hiding any visual or historical interest. We would like to replace these with a Standard, Luxury, Clad, Pine Pella Window. These windows are made of wood and the exterior is clad in a white Enduraclad aluminum. These windows will look more like the original from the street than the current mist mash of windows and storms.
I would also like to add that we could not consider refurbishing the current windows because the frames are not thick enough to hold a double paned window. Using these would have been a great expense without gaining any additional insulation against the heat and cold. In the next email I will send some images focused on details of the current windows.
Sincerely,

Gail Gross

Gail Gross, LEED GA
Gail Gross Design and Interiors
207.844.3244
gailgrossdesignandinteriors.com

This email has been scanned for spam and viruses by Proofpoint Essentials. Click here to report this email as spam.

4/11

Contract - Detailed

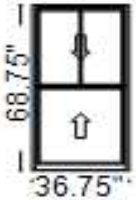
Pella Window and Door Showroom of Scarborough
400 Expedition Drive Suite B
Scarborough, ME 04074
Phone: (207) 253-1856 **Fax:** (207) 253-1875

Sales Rep Name: Hickey, Steven
Sales Rep Phone: 978-807-4765
Sales Rep Fax:
Sales Rep E-Mail: hickeysk@pellanewengland.com

Customer Information	Project/Delivery Address	Order Information
Kristin Von Donop 64 Pleasant St Brunswick, ME 04011-2203 **Primary Phone:** (917) 6267885 **Mobile Phone:** **Fax Number:** **E-Mail:** kvondonop@yahoo.com **Great Plains #:** 1008311871 **Customer Number:** 1012077301 **Customer Account:** 1008311871	**Kristin Von Donop - 64 Pleasant St, Brunswick, ME,** 64 Pleasant St **Lot #** Brunswick, ME 04011 **County:**	**Quote Name:** Kristin Von Donop - 64 Pleasant St, Brunswick, **Order Number:** 736SH0552 **Quote Number:** **18924330** **Order Type:** Installed Sales **Payment Terms:** Deposit/C.O.D. **Tax Code:** METAXABLE **Quoted Date:** 11/20/2024

Line #	Location:	Attributes	Item Price	Qty	Ext'd Price
10	None Assigned	**Delivery Setup - Delivery Setup**	$600.00	1	$600.00

Line #	Location:	Attributes	Item Price	Qty	Ext'd Price
15	UPSTAIRS	**Pella Reserve, Traditional Replacement Double Hung, 36.75 X 68.75, White**	$2,864.12	3	$8,592.36



Viewed From Exterior

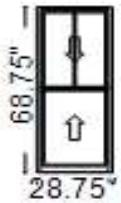
PK #
2183

1: Non-Standard SizeNon-Standard Size Double Hung, Equal
Frame Size: 36 3/4 X 68 3/4
General Information: Standard, Luxury, Clad, Pine, 4 3/4", 3 1/4"
Exterior Color / Finish: Painted, Standard Enduraclad, White
Interior Color / Finish: Bright White Paint Interior
Sash / Panel: Putty Glaze, Ogee, Standard, No Sash Lugs
Glass: Insulated Dual Low-E Advanced Low-E Insulating Glass Argon Non High Altitude
Hardware Options: Spoon-Style Lock, Champagne, No Window Opening Control Device, No Limited Opening Hardware, Order Sash Lift, No Integrated Sensor
Screen: Half Screen, Standard EnduraClad, White, Standard, InView™
Performance Information: U-Factor 0.30, SHGC 0.26, VLT 0.48, CPD PEL-N-233-00639-00001, Performance Class CW, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 50, Clear Opening Width 33.375, Clear Opening Height 30.312, Clear Opening Area 7.025437, Egress Meets minimum clear opening and 5.7 sq.ft
Grille: ILT, No Custom Grille, 7/8", Traditional (2W1H / 0W0H), Putty Glaze, Ogee
Wrapping Information: No Exterior Trim, Manufacturer Recommended Clearance, Perimeter Length = 211".

Frame Size: 36.75" X 69.4843"

Insulate Weight Pocket - Insulate Weight Pocket	Qty	1
Lead Safe Install - Lead Safe Install	Qty	1
Pocket Install - Pocket Install	Qty	1

Line #	Location:	Attributes	Item Price	Qty	Ext'd Price
20	UPSTAIRS	**Pella Reserve, Traditional Replacement Double Hung, 28.75 X 68.75, White**	$2,744.24	1	$2,744.24



Viewed From Exterior

PK #
2182

1: Non-Standard SizeNon-Standard Size Double Hung, Equal
Frame Size: 28 3/4 X 68 3/4
General Information: Standard, Luxury, Clad, Pine, 4 3/4", 3 1/4"
Exterior Color / Finish: Painted, Standard Enduraclad, White
Interior Color / Finish: Bright White Paint Interior
Sash / Panel: Putty Glaze, Ogee, Standard, No Sash Lugs
Glass: Insulated Dual Low-E Advanced Low-E Insulating Glass Argon Non High Altitude
Hardware Options: Spoon-Style Lock, Champagne, No Window Opening Control Device, No Limited Opening Hardware, Order Sash Lift, No Integrated Sensor
Screen: Half Screen, Standard EnduraClad, White, Standard, InView™
Performance Information: U-Factor 0.30, SHGC 0.26, VLT 0.48, CPD PEL-N-233-00639-00001, Performance Class CW, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 50, Clear Opening Width 25.375, Clear Opening Height 30.312, Clear Opening Area 5.341437, Egress Meets minimum clear opening and 5.0 sq.ft
Grille: ILT, No Custom Grille, 7/8", Traditional (2W1H / 0W0H), Putty Glaze, Ogee
Wrapping Information: No Exterior Trim, Manufacturer Recommended Clearance, Perimeter Length = 195".

Frame Size: 28.75" X 69.4843"

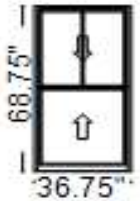
Pocket Install - Pocket Install	Qty	1

Lead Safe Install - Lead Safe Install	Qty	1
Insulate Weight Pocket - Insulate Weight Pocket	Qty	1

Line #	Location:	Attributes
25	UPSTAIRS BATH	

Pella Reserve, Traditional Replacement Double Hung, 36.75 X 68.75, White

Item Price	Qty	Ext'd Price
$3,049.41	1	$3,049.41



Viewed From Exterior

PK #
2183

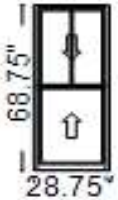
1: Non-Standard SizeNon-Standard Size Double Hung, Equal
Frame Size: 36 3/4 X 68 3/4
General Information: Standard, Luxury, Clad, Pine, 4 3/4", 3 1/4"
Exterior Color / Finish: Painted, Standard Enduraclad, White
Interior Color / Finish: Bright White Paint Interior
Sash / Panel: Putty Glaze, Ogee, Standard, No Sash Lugs
Glass: Insulated Dual Obscure Low-E Obscure Advanced Low-E Insulating Glass Argon Non High Altitude
Hardware Options: Spoon-Style Lock, Champagne, No Window Opening Control Device, No Limited Opening Hardware, Order Sash Lift, No Integrated Sensor
Screen: Half Screen, Standard EnduraClad, White, Standard, InView™
Performance Information: U-Factor 0.30, SHGC 0.26, VLT 0.47, CPD PEL-N-233-00643-00001, Performance Class CW, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 50, Clear Opening Width 33.375, Clear Opening Height 30.312, Clear Opening Area 7.025437, Egress Meets minimum clear opening and 5.7 sq.ft
Grille: ILT, No Custom Grille, 7/8", Traditional (2W1H / 0W0H), Putty Glaze, Ogee
Wrapping Information: No Exterior Trim, Manufacturer Recommended Clearance, Perimeter Length = 211".

Frame Size: 36.75" X 69.4843"

Obscure Glass Style: Pattern62(Standard)

Pocket Install - Pocket Install	Qty	1
Lead Safe Install - Lead Safe Install	Qty	1
Insulate Weight Pocket - Insulate Weight Pocket	Qty	1

Line #	Location:	Attributes	Item Price	Qty	Ext'd Price
30	OFFICE	**Pella Reserve, Traditional Replacement Double Hung, 28.75 X 68.75, White**	$2,744.24	3	$8,232.72



Viewed From Exterior

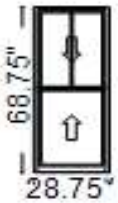
PK #
2182

1: Non-Standard SizeNon-Standard Size Double Hung, Equal
Frame Size: 28 3/4 X 68 3/4
General Information: Standard, Luxury, Clad, Pine, 4 3/4", 3 1/4"
Exterior Color / Finish: Painted, Standard Enduraclad, White
Interior Color / Finish: Bright White Paint Interior
Sash / Panel: Putty Glaze, Ogee, Standard, No Sash Lugs
Glass: Insulated Dual Low-E Advanced Low-E Insulating Glass Argon Non High Altitude
Hardware Options: Spoon-Style Lock, Champagne, No Window Opening Control Device, No Limited Opening Hardware, Order Sash Lift, No Integrated Sensor
Screen: Half Screen, Standard EnduraClad, White, Standard, InView™
Performance Information: U-Factor 0.30, SHGC 0.26, VLT 0.48, CPD PEL-N-233-00639-00001, Performance Class CW, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 50, Clear Opening Width 25.375, Clear Opening Height 30.312, Clear Opening Area 5.341437, Egress Meets minimum clear opening and 5.0 sq.ft
Grille: ILT, No Custom Grille, 7/8", Traditional (2W1H / 0W0H), Putty Glaze, Ogee
Wrapping Information: No Exterior Trim, Manufacturer Recommended Clearance, Perimeter Length = 195".

Frame Size: 28.75" X 69.4843"

Pocket Install - Pocket Install	Qty	1
Lead Safe Install - Lead Safe Install	Qty	1
Insulate Weight Pocket - Insulate Weight Pocket	Qty	1

Line #	Location:	Attributes	Item Price	Qty	Ext'd Price
35	FRONT BEDROOM	**Pella Reserve, Traditional Replacement Double Hung, 28.75 X 68.75, White**	$2,744.24	3	$8,232.72



Viewed From Exterior

PK #
2182

1: Non-Standard SizeNon-Standard Size Double Hung, Equal
Frame Size: 28 3/4 X 68 3/4
General Information: Standard, Luxury, Clad, Pine, 4 3/4", 3 1/4"
Exterior Color / Finish: Painted, Standard Enduraclad, White
Interior Color / Finish: Bright White Paint Interior
Sash / Panel: Putty Glaze, Ogee, Standard, No Sash Lugs
Glass: Insulated Dual Low-E Advanced Low-E Insulating Glass Argon Non High Altitude
Hardware Options: Spoon-Style Lock, Champagne, No Window Opening Control Device, No Limited Opening Hardware, Order Sash Lift, No Integrated Sensor
Screen: Half Screen, Standard EnduraClad, White, Standard, InView™
Performance Information: U-Factor 0.30, SHGC 0.26, VLT 0.48, CPD PEL-N-233-00639-00001, Performance Class CW, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 50, Clear Opening Width 25.375, Clear Opening Height 30.312, Clear Opening Area 5.341437, Egress Meets minimum clear opening and 5.0 sq.ft
Grille: ILT, No Custom Grille, 7/8", Traditional (2W1H / 0W0H), Putty Glaze, Ogee
Wrapping Information: No Exterior Trim, Manufacturer Recommended Clearance, Perimeter Length = 195".

Frame Size: 28.75" X 69.4843"

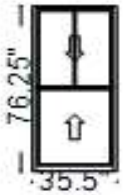
Pocket Install - Pocket Install	Qty	1

Lead Safe Install - Lead Safe Install	Qty	1
Insulate Weight Pocket - Insulate Weight Pocket	Qty	1

Line #	Location:	Attributes
40	1ST FLOOR OFFICE	

Pella Reserve, Traditional Replacement Double Hung, 35.5 X 76.25, White

Item Price	Qty	Ext'd Price
$2,986.64	3	$8,959.92



Viewed From Exterior

PK #
2183

1: Non-Standard SizeNon-Standard Size Double Hung, Equal
Frame Size: 35 1/2 X 76 1/4
General Information: Standard, Luxury, Clad, Pine, 4 3/4", 3 1/4"
Exterior Color / Finish: Painted, Standard Enduraclad, White
Interior Color / Finish: Bright White Paint Interior
Sash / Panel: Putty Glaze, Ogee, Standard, No Sash Lugs
Glass: Insulated Dual Low-E Advanced Low-E Insulating Glass Argon Non High Altitude
Hardware Options: Spoon-Style Lock, Champagne, No Window Opening Control Device, No Limited Opening Hardware, Order Sash Lift, No Integrated Sensor
Screen: Half Screen, Standard EnduraClad, White, Standard, InView™
Performance Information: U-Factor 0.30, SHGC 0.26, VLT 0.48, CPD PEL-N-233-00639-00001, Performance Class CW, PG 45, Calculated Positive DP Rating 45, Calculated Negative DP Rating 45, Clear Opening Width 32.125, Clear Opening Height 34.062, Clear Opening Area 7.598901, Egress Meets minimum clear opening and 5.7 sq.ft
Grille: ILT, No Custom Grille, 7/8", Traditional (2W1H / 0W0H), Putty Glaze, Ogee
Wrapping Information: No Exterior Trim, Manufacturer Recommended Clearance, Perimeter Length = 224".

Frame Size: 35.5" X 76.9843"

Insulate Weight Pocket - Insulate Weight Pocket	Qty	1
Lead Safe Install - Lead Safe Install	Qty	1
Pocket >72 - Pocket >72 Height	Qty	1

Thank You For Purchasing Pella® Products

PELLA WARRANTY:

Pella products are covered by Pella's limited warranties in effect at the time of sale. All applicable product warranties are incorporated into and become a part of this contract. Please see the warranties for complete details, taking special note of the two important notice sections regarding installation of Pella products and proper management of moisture within the wall system. Neither Pella Corporation nor the Seller will be bound by any other warranty unless specifically set out in this contract. However, Pella Corporation will not be liable for branch warranties which create obligations in addition to or obligations which are inconsistent with Pella written warranties.

Clear opening (egress) information does not take into consideration the addition of a Rolscreen [or any other accessory] to the product. You should consult your local building code to ensure your Pella products meet local egress requirements.

Per the manufacturer's limited warranty, unfinished mahogany exterior windows and doors must be finished upon receipt prior to installing and refinished annually, thereafter. Variations in wood grain, color, texture or natural characteristics are not covered under the limited warranty.

INSYNCTIVE PRODUCTS: In addition, Pella Insynctive Products are covered by the Pella Insynctive Products Software License Agreement and Pella Insynctive Products Privacy Policy in effect at the time of sale, which can be found at Insynctive.pella.com. By installing or using Your Insynctive Products you are acknowledging the Insynctive Software Agreement and Privacy Policy are part of the terms of sale.

Notice of Collection of Personal Information: We may collect your personal information when you interact with us. Under the California Consumer Privacy Act (CCPA), California residents have specific rights to request this information, request to delete this information, and opt out of the sharing or sale of this information to third parties. To learn more about our collection practices and your rights under the CCPA please visit our link https://www.pella.com/california-rights-policy/ at pella.com.

ARBITRATION AND CLASS ACTION WAIVER ("ARBITRATION AGREEMENT")

YOU and Pella and its subsidiaries and the Pella Branded Distributor **AGREE TO ARBITRATE DISPUTES ARISING OUT OF OR RELATING TO YOUR PELLA PRODUCTS (INCLUDES PELLA GOODS AND PELLA SERVICES) AND WAIVE THE RIGHT TO HAVE A COURT OR JURY DECIDE DISPUTES. YOU WAIVE ALL RIGHTS TO PROCEED AS A MEMBER OR REPRESENTATIVE OF A CLASS ACTION, INCLUDING CLASS ARBITRATION, REGARDING DISPUTES ARISING OUT OF OR RELATING TO YOUR PELLA PRODUCTS.** You may opt out of this Arbitration Agreement by providing notice to Pella no later than ninety (90) calendar days from the date You purchased or otherwise took ownership of Your Pella Goods. To opt out, You must send notice by e-mail to pellawebsupport@pella.com , with the subject line: "Arbitration Opt Out" or by calling (877) 473-5527. Opting out of the Arbitration Agreement will not affect the coverage provided by any applicable limited warranty pertaining to Your Pella Products. For complete information, including the full terms and conditions of this Arbitration Agreement, which are incorporated herein by reference, please visit www.pella.com/arbitration or e-mail to pellawebsupport@pella.com, with the subject line: "Arbitration Details" or call (877) 473-5527. D'ARBITRAGE ET RENONCIATION AU RECOURS COLLECTIF ("convention d'arbitrage") EN FRANÇAIS SEE PELLA.COM/ARBITRATION. DE ARBITRAJE Y RENUNCIA COLECTIVA ("acuerdo de arbitraje") EN ESPAÑOL VER PELLA.COM/ARBITRATION.

Seller shall not be held liable for failure or delay in the performance of its obligations under this Agreement, if such performance is hindered or delayed by the occurrence of an act or event beyond the Seller's reasonable control (force majeure event), including but not limited to earthquakes, unusually severe weather and other Acts of God, fire, strikes and labor unrest, epidemics, riots, war, civil unrest, and government interventions. Seller shall give timely notice of a force majeure event and take such reasonable action to mitigate the impacts of such an event.

Product Performance Information:

U-Factor, Solar Heat Gain Coefficient (SHGC), and Visible Light Transmittance (VLT) are certified by the National Fenestration Rating Council (NFRC). Manufacturer stipulates that these ratings conform to applicable NFRC procedures for determining whole product performance. NFRC ratings are determined for a fixed set of environmental conditions and a specific product size. NFRC does not recommend any products and does not warrant the suitability of any product

for any specific use.

Design Pressure (DP), Performance Class, and Performance Grade (PG) are certified by a third party organization, in many cases the Window and Door Manufacturers Association (WDMA). The certification requires the performance of at least one product of the product line to be tested in accordance with the applicable performance standards and verified by an independent party. The certification indicates that the product(s) of the product line passed the applicable tests. The certification does not apply to mulled and/or product combinations unless noted. Actual product results will vary and change over the products life.

For more performance information along with information on Florida Product Approval System (FPAS) Number and Texas Dept. of Insurance (TDI) number go to www.pella.com/performance.

Including during the construction period, casement windows should never be left open and unlocked for prolong periods or during high wind conditions to avoid sash detachment/damage.

Actual sizes tested for documented STC and OITC ratings may vary from the ASTM E 1425 sizes to better represent Pella product offering.

STC and OITC ratings shown may be conservatively based on products tested with thinner panes of glass.

STC and OITC ratings may be from test results from an equivalent product.

Project Checklist Review (Installed Orders Only)

Before the Installation the Homeowner agrees to do the following:
Obtain Condo Association Approval
Obtain Historic Approval
Remove existing shutters and awnings
Remove air conditioners
Remove existing shades, drapes, window treatments, wall hangings, and personal belongings
Move furniture at least 3 feet away from work area
Tie or cut back trees, bushes and shrubs in the work area
Arrange to have alarm system and doorbells disconnected
Arrange to have any plumbing and electrical repairs or changes made by appropriate licensed contractor
Provide a door handle and lockset for entry door if Pella handle and lockset is not purchased.

Before the Installation Pella agrees to do the following:
Obtain Building Permit (When required)

During the Installation the Homeowner agrees to do the following:
Keep pets safely away from work area
Keep children safely away from work area
Allow Pella Installer room to work safely within your home

During the Installation Pella agrees to do the following:
Deliver and unload products purchased per contract
Place and remove drop cloths in work area then vacuum, and remove all debris at end of day
Remove existing product, including storm windows, and dispose of it unless otherwise specified
Install all products using method specified in contract per Pella Installation Instructions
Replace interior and/or exterior trim only if purchased
If Purchased, install exterior primed pine wood trim or Composite. Composite will be unfinished.
If Purchased, install interior trim matching wood window finish or White trim for Impervia and Encompass
Install non-Pella entry door lockset provided by you. Pella is not responsible for it's quality or performance

After the Installation the Homeowner agrees to do the following:
Be available for completion and sign off to verify all products purchased are in working order
Reinstall existing shutters, awnings, shades, drapes, window treatments, wall hangings, and reposition furniture
Arrange to have alarm system and doorbells reinstalled
Reinstall air conditioners
Remove stickers from product and save for energy rebate and tax purposes
Wash all interior & exterior glass surfaces
Fill nail holes and joints on interior trim if windows are to be stained (after staining)
Clean up exterior casing issues due to storm window removal if full wrap or new exterior trim is not purchased
Arrange to have any paint touched up around newly installed window or trim if necessary
Arrange to have any new drywall installed, taped and mud applied if necessary

_____ Project Checklist has been reviewed
Customer initial

_____ Product Only Addendum has been reviewed
Customer initial

_____ Final payment is due upon Substantial Completion per the Terms and Conditions
Customer Initial

_____ Removal and reinstallation of blinds are the responsibility of the homeowner. If for any reason blinds are not removed, you will be charged to remove the blinds and we are not responsible for any damage that might occur to the existing blinds. Pella will not reinstall blinds and does not guarantee existing blinds will fit in to the new windows.
Customer Initial

INITIALS _____
Pella New England Windows and Doors 2022 Supply Chain Volatility Rider - Pella New England Windows and Doors (Subcontractor) shall not be in default and shall not be held to suffer any charges or loss because of any failure to perform this proposal under its terms if the failure arises from causes beyond the reasonable control and without the fault or negligence of subcontractor ("Excusable Delay"). Examples of these causes are (1) acts of God or of the public enemy, (2) acts of the Government in either its sovereign or contractual capacity, (3) fires, (4) floods, (5) epidemics or pandemics, (6) quarantine restrictions, (7) strikes, (8) freight embargoes or supply chain disruptions (9)

unusually severe weather, and (10) unusual unavailability of materials. Without limiting the foregoing, to the extent any delay is or would be considered an excusable delay or force majeure under the Prime Contract, such delay shall be considered an excusable delay or force majeure under this proposal.

Anticipated delivery dates shall be determined upon factory lead times at time of order. Subcontractor shall make best efforts to achieve the delivery schedule set forth upon acceptance. Contractor is, however, on notice that the current supply chain environment is unusually volatile, and therefore the delivery schedule shall be subject to reasonable adjustment upon notice furnished by the Subcontractor.

The foregoing shall supersede and replace any subcontract terms or conditions that are inconsistent herewith.

INITIALS _____

A 1.5% FINANCE CHARGE PER MONTH WILL BE ASSESSED TO ALL BALANCES OLDER THAN 30 DAYS

Credit Card Account #: Last 4 Digits _____ _____ _____ _____

Expiration Date: _____ _____ / _____ _____

Charge final payment to same account _____
(Upon substantial completion) Customer initial

☐ **Project Checklist has been reviewed**

Customer Name (Please print)

Pella Sales Rep Name (Please print)

Customer Signature

Pella Sales Rep Signature

Date

Date

Credit Card Approval Signature

Order Totals	
Taxable Subtotal	$34,366.66
Sales Tax @ 5.5%	$1,890.17
Non-taxable Subtotal	$6,044.71
Total	$42,301.54
Deposit Received	$16,359.90
Amount Due	**$25,941.64**

Town of Brunswick, Maine

DEPARTMENT OF PLANNING AND DEVELOPMENT

DRAFT FINDINGS OF FACT
REQUEST FOR CERTIFICATE OF APPROPRIATENESS
FOR ADDITIONS AND ALTERATIONS
VILLAGE REVIEW BOARD

PROJECT NAME: 167 Park Row Side Entry Deck

CASE NUMBER: VRB 25-006

LOCATION: Map U13, Lot 188; 167 Park Row

APPLICANT: Christopher Byrne
167 Park Row
Brunswick, ME 04011

OWNER: CBCG Realty
56 Depot Road
Falmouth, ME 04105

REVIEW DATE: February 27, 2025

PROJECT SUMMARY

The applicant is requesting a Certificate of Appropriateness for Alterations to add a 40 sq ft deck and southeast side entry door towards the rear of the building. The applicant proposes utilizing pressure treated lumber for the framing and will wrap the treated lumber with wood trim and skirting to match what already exists on the building. Railings will be made of solid wood, and the decking material shall be PVC or wood depending on the Board's preference. The entry door will be a solid wood core door with two upper lites, that will be painted to match the front entry. The contributing building, currently utilized as office space, is a late Federal-style structure constructed circa 1839.

REVIEW STANDARDS, SECTION 5.2.8.C, TOWN OF BRUNSWICK ZONING ORDINANCE

(1) General Standard

a. **All Certificates of Appropriateness for new construction, additions, alterations, relocations or demolition shall be in accordance with applicable requirements of this Ordinance.**

   The proposed modifications to the property require a building permit in addition to a Certificate of Appropriateness due to the structural changes to the building.

b. **In meeting the standards of this Ordinance, the applicant may obtain additional guidance from the *U.S. Secretary of Interior's Standards for Rehabilitating Historic Buildings* and the *Village Review Zone Design Guidelines*.**

In reference to porches and entries, the Village Review Overlay District Design Guidelines state that " the majority of Federal and Greek Revival style houses in Brunswick did not originally have entry porches; however, porches were often added to these houses." In addition, the guidelines read that "new decks, glass enclosed rooms, or sun porches should be treated as additions where visible from a public way".

(2) New Construction and Additions and Alterations to Existing Structures

a. In approving applications for a Certificate of Appropriateness for new construction, additions or alterations to contributing resources, the reviewing entity shall make findings that the following standards have been satisfied:

i. Any additions or alterations shall be designed in a manner to minimize the overall effect on the historic integrity of the contributing resource.

The applicant proposes adding a southeast side entry door and deck toward the rear of the structure. The entry will only be slightly visible from Park Row due to the configuration of the building and street trees. The addition will have a minimal impact on the building's overall appearance.

ii. Alterations shall remain visually compatible with the existing streetscape.

The proposed design and materials utilized for the addition are compatible with those used for other entries along the existing streetscape.

iii. Concealing of distinctive historic or architectural character-defining features is prohibited. If needed, the applicant may replace any significant features with in-kind replacement and/or accurate reproductions.

The applicant does not propose to conceal any character-defining features.

iv. New construction or additions shall be visually compatible with existing mass, scale and materials of the surrounding contributing resources.

The addition is a small 40 sq ft one-story entry deck and shall have little effect on the mass of the building. The materials shall be wood, with the possible exception of PVC decking, which is in keeping with neighboring contributing structures.

v. When constructing additions, the applicant shall maintain the structural integrity of existing structures.

The construction of the addition shall not impact the structural integrity of the existing structure in any way.

b. In approving applications for a Certificate of Appropriateness for new construction of, or additions to commercial, multi-family and other non-residential structures, the Village Review Board shall make findings that the following additional standards have been satisfied.

i. Where practicable, new off-street parking shall be located to the rear of the principal building and shall be accessed from a secondary street. In cases

where off-street parking currently exists in a front or side yard, the parking area shall be screened from the public right-of-way with landscaping or fencing.

Not applicable.

ii. **Site plans shall identify pedestrian ways and connections from parking areas to public rights-of-way.**

Not applicable.

iii. **All dumpsters and mechanical equipment shall be located no less than 25 feet away from a public right-of-way, unless required by a public utility, and shall be screened from public view.**

Not applicable.

iv. **Roof-top mounted heating, ventilation, air conditioning and energy producing equipment shall be screened from the view of any public right-of-way or incorporated into the structural design to the extent that either method does not impede functionality. Parapets, projecting cornices, awnings or decorative roof hangs are encouraged. Flat roofs without cornices are prohibited.**

Not applicable.

v. **The use of cinder block, concrete and concrete block is prohibited on any portion of a structure that is visible from the building's exterior, with the exception of use in the building's foundation.**

Not applicable.

vi. **The use of vinyl, aluminum or other non-wood siding is permitted as illustrated in the Village Review Board Design Guidelines. Asphalt and asbestos siding are prohibited.**

Not applicable.

vii. **Buildings with advertising icon images built into their design ("trademark buildings") are prohibited.**

Not applicable.

viii. **No building on Maine Street shall have a horizontal expanse of more than 40 feet without a pedestrian entry.**

Not applicable.

ix. **No building on Maine Street shall have more than 15 feet horizontally of windowless wall.**

Not applicable.

x. **All new buildings and additions on Maine Street shall be built to the front property line. This may be waived if at least 60 percent of the building's front facade is on the property line, and the area in front of the setback is developed as a pedestrian space.**

Not applicable.

xi. **If adding more than 50 percent new floor area to a structure located on Maine Street, the addition shall be at least two (2) stories high and/or not less than 20 feet tall at the front property line.**

Not applicable.

xii. **The first-floor facade of any portion of a building that is visible from Maine Street shall include a minimum of 50 percent glass. Upper floors shall have a higher percentage of solid wall, between 15 percent and 40 percent glass.**

Not applicable.

c. **Proposed additions or alterations to noncontributing resources shall be designed to enhance or improve the structure's compatibility with nearby contributing resources as compared to the existing noncontributing resources.**

The building is a contributing structure and therefore this standard is not applicable.

(3) Signs

Signs shall comply with the requirements of Section 4.13 (Signs) with consideration given to the Village Review Zone Design Guidelines.

No new signage is proposed as part of this project; not applicable

(4) Demolition and Relocation

a. **Demolition or partial demolition or relocation of a contributing or, if visible from a public right-of-way, a noncontributing resource, excluding incidental or noncontributing accessory buildings and structures located on the same property, shall be prohibited unless the application satisfies at least one of the following criteria.**

i. **The structure poses an imminent threat to public health or safety. An application must be accompanied by a report from a qualified structural engineer for review by the Codes Enforcement Officer and photographs depicting the current condition of the building.**

There is no demolition proposed and therefore this standard is not applicable.

ii. **The condition of the structure is such that it cannot be adapted for any other**

permitted use, whether by the current owner or by a purchaser, resulting in a reasonable economic return, regardless of whether that return represents the most profitable return possible, provided that the applicant can document he/she has not contributed significantly to the deterioration of the structure. An opinion shall be provided from an architect, licensed engineer, developer, real estate consultant or appraiser or from a professional experienced in historic rehabilitation, as to the economic feasibility for restoration, renovation, or rehabilitation of the contributing resource versus demolition or relocation of same.

Not applicable.

b. **Demo, partial demolition or relocation of a noncontributing resource visible from a public right-of-way, shall be approved by the Village Review Board if it is determined that the proposed replacement structure or reuse of the property is deemed more appropriate and compatible with the surrounding contributing resources than the resource proposed for demolition.**

Not applicable.

DRAFT MOTIONS
MAP U13, LOT 188 (167 PARK ROW)
REQUEST FOR A CERTIFICATE OF APPROPRIATENESS FOR ALTERATIONS
VILLAGE REVIEW BOARD
REVIEW DATE: FEBRUARY 27, 2025

Draft Motion 1: That the Certificate of Appropriateness application is deemed complete.

Motion: Second: Vote:

Draft Motion 2: That the Board approves the **Certificate of Appropriateness for Alterations** to add a deck and side entry located at Map U13, Lot 188; 167 Park Row, as outlined in the application and as satisfied by Subsection 5.2.8.C with the following condition:

1. That the Board's review and approval does hereby refer to these findings of fact, the plans and materials submitted by the applicant and the written and oral comments of the applicant, his representatives, reviewing officials, and members of the public as reflected in the public record. Any changes to the approved plan not called for in these conditions of approval or otherwise approved by the Director of Planning and Development as a minor modification, shall require further review and approval in accordance with the Brunswick Zoning Ordinance.

Motion: Second: Vote:

Received: 1/30/25
By: KS

VRB Case #: 25-006

VILLAGE REVIEW BOARD
CERTIFICATE OF APPROPRIATENESS
APPLICATION

1. **Project Applicant:**

   Name: Christopher Byrne
   Address: 167 Park Row, Brunswick, ME 04011

   Phone Number: (207) 653-9521
   Email Address: byrnechris2012@gmail.com

2. **Project Property Owner:**

   Name: CBCG Realty LLC
   Address: 56 Depot Rd, Falmouth, ME 04105

   Phone Number: (207) 653-9521
   Email Address:

3. **Authorized Representative: (If different than applicant)**

   Name:
   Address:

   Phone Number:
   Email Address:

4. **Physical Location of Property Being Affected:**

   Address: 167 Park Row, Brunswick, ME 04011

5. Tax Assessor's Map # U13 Lot # 188 of subject property.

6. Underlying Zoning District B w/VRO

7. Type of Activity (check all that apply):

   - [x] Additions and New Construction
   - [ ] Structural Alteration
   - [ ] Demolition/Moving of Structure
   - [ ] Sign Permit

8. Describe the location and nature of the proposed change(s), including a brief description of the proposed construction, reconstruction, alteration, demolition, proposed re-use, or other change (use separate sheet if necessary):

   - Add accessory door to bck of buuilding
   - Build 8 ft x 5 ft deck access with 3 steps to pavement
   - Build wood railing system for stairs and deck (example provided).
   - Wrap all "treated" lumber with wood trim boards and skirting to match existing building features
   - Decking material to be wood or PVC per VRB recommendation

Applicant's Signature

VILLAGE REVIEW BOARD
APPLICATION FOR CERTIFICATE OF COMPLIANCE
APPLICATION CHECK-LIST

This checklist will be completed by the Department of Planning and Development. The Department requires that all application materials be submitted in BOTH hard copy and digital format. In addition, for Major Review applications, EIGHT (8) HARD COPIES are required after your application is considered complete by Department staff. Your project will not be placed on the Village Review Board's agenda until this determination is made. For assistance, please contact the Department of Planning and Development at (207)725-6660.

- ☑ Completed application form
- ☑ A copy of the building survey prepared by the Pejepscot Historical Society pertaining to the structure under review (*provided by Department Staff*).
- ☑ A drawing showing the design, texture, and location of any construction, alteration, demolition for which a certificate is required. The drawing shall include plans and exterior elevations drawn to scale, with sufficient detail to show their relations to exterior appearances and the architectural design of the building. Drawings need not be prepared by an architect or engineer, but shall be clear, complete, and specific.
- ☑ A site plan or photographs showing the relationship of the changes to the surroundings.
- N/A ☐ If architectural features are to be removed or replaced (including but not limited to original windows, siding, roofing material and other design elements), provide photographic documentation or a written assessment from a preservation professional or contractor explaining the condition of the material and reason for removal/replacement.
- ☑ Photographs of the building(s) involved, its context, and detailed photos of immediate area.
- ☑ List all proposed materials and products, and clearly identify their location on the drawings. Indicate texture of material, if applicable.
- N/A ☑ Provide manufacturer's product information and, if possible, bring material samples to the meeting.
- N/A ☐ Provide information such as dimensions, photographs or source for salvaged or reused materials.
- N/A ☐ For demolition applications, provide detailed information addressing standards contained in Subsections 5.2.8.C (4) of the Brunswick Zoning Ordinance.

This application was certified as being complete on 2/13/25 **(date) by** JULIE ERDMAN **of the Department of Planning and Development.**

THIS APPLICATION WAS:

- ☐ **Granted**
- ☐ **Granted With Conditions**
- ☐ **Denied**
- ☐ **Forwarded to Village Review Board**
- ☒ **Building Permit Required**
- ☐ **Building Permit NOT Required**

Applicable Comments: _____

_____

_____

_____

_____
Signature of Department Staff Reviewing Application

COMPLIANCE WITH ZONING STANDARDS

<u>Notice:</u> ***This form is to be completed by the Codes Enforcement Officer and filed with the application.***

This is to certify that the application for Certificate of Appropriateness submitted by Christopher Byrne, relating to property designated on Assessors Tax Map # 1.13 and Lot # 188 has been reviewed by the Codes Enforcement Officer and has been found to be in compliance with all applicable zoning standards:

Comments: _____

Signed: _____

Date: 8-20-25

013-188

HISTORIC PRESERVATION SURVEY

1980 photo by J. Goff
~~1898 photo by J. Furbish~~

Cumberland (County) Brunswick (City/Town) 167 Park Row (Street Address and Number)

Name of Building/site: historic: bet. 1839-1844 residence of William H. Morse (Common and/or Historic)

Approximate Date: bet.1839-1844 Style: late Federal

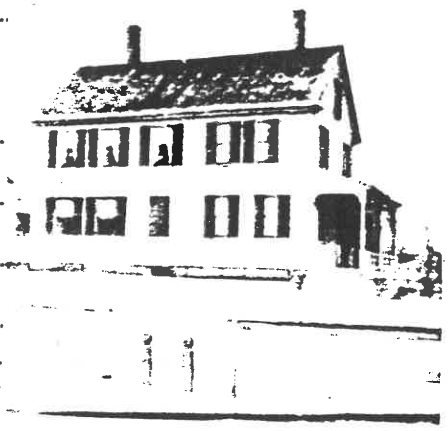
Type of Structure:
☒ Residential ☐ Commercial ☐ Industrial ☐ Other:

Condition: ☒ Good ☐ Fair ☐ Poor

Endangered: ☐ No ☐ Yes

Surveyor: J. Goff Organization: Pejepscot Regional Survey

Rating:



Historic Significance to the Community: William H. Morse was a merchant with Alfred J. Stone in firm Stone&Morse. Original central hall (and Park Row front?) removed during Rev. Adams occupancy. --see reverse.

(For Additional Information — Use Reverse Side)

Brunswick Telegraph editor A.G. Tenney resided here in 1879 (over.)

167 PARK ROW

Maps: 1846=G.E. Adams
1871= Mrs. Lothrup
1910 #167= E.A. & M.F. Chase

Deeds: 164:413 Fred W. Dearborn to William H. Morse $2000 2 lots so. of J. Pollard Est. ...6/14/1839 cites Jonathan Pollard Est.
187:84 WHM to George E. Adams + Deborah G. Folsom $1300 w/ all bldgs now standing 5r front x 10r no. of C.J. Noyes. 7/13/1844 cites Pike Plan.
255:64 GEA+DGF to Eliza L. Crosby $1800 2/1/1854 cites WMH 1844. no.=land of Robert Bowker...
307:300 EIC to George E. Adams $1 w/ bldgs. 5/24/1861 cites 255:64. Also cites plan attached to 255:64. no.=R. Bowker; so.= C.J. Noyes.

Newspaper: Brunswick Telegraph 9/26/1879 p.2: "/A.G. Tenney now occupies/house now owned by Mrs. Lothrup, east side of the Mall, Main street..."
..."the house built by Mr. William H. Morse long of the firm of Stone (Alfred J.) & Morse; the house for many years owned and occupied by the late Rev. Dr. Adams...Adams /took/..out the hall-way which occupied the centre of the main house..."

1910 Directory: Miss Elizabeth A. Chase, 167 Park Row
M. Frances Chase, 167 Park Row

New access deck to be "tucked" into corner where existing yew exists

View to new door/deck from street blocked by wall to middle section of building

• View from PARK ROW. AREA OF NEW door is hidden from view from street.

NOTES:

- APPROXIMATE LOOK, EXCEPT with wood-wrapped columns and SKIRT BOARDS + RAILINGS in solid wood vs. PVC.
- DOOR TBD, but similar w/ wood core and upper lights, painted to match front door on building

OFFICE RENOVATIONS
PHASE 2
167 PARK ROW, BRUNSWICK, MAINE

APPROACH VIEW OF THE PROPERTY

AERIAL VIEW OF THE PROPERTY

DRAWING LIST

DWG	DRAWING TITLE	SHEET NO.
G-001	COVER SHEET	1 OF X
LS-001	CODE ASSESSMENT, OCCUPANCY, AND PLUMBING CALCS	2 OF X
LS-002	LIFE SAFETY PLANS	3 OF X
AD-101	FIRST FLOOR DEMO PLAN	4 OF X
A-101	FIRST FLOOR PLAN	5 OF X
A-102	FIRST FLOOR REFLECTED CEILING PLAN	6 OF X
A-201	EXTERIOR ELEVATIONS	7 OF X
A-601	FINISH AND DOOR SCHEDULES, AND DETAILS	8 OF X

STEVENS POND ARCHITECTS LLC
PORTLAND, MAINE

RENOVATIONS & ADDITIONS
167 PARK ROW
167 PARK ROW
BRUNSWICK, MAINE 04011

TOWN OF BRUNSWICK, ME
BUILDING PERMIT APPLICATION
FOR CONSTRUCTION

7/14/24	PERMIT REVIEW	
10/8/25	PROGRESS SET	
BY	DATE	DESCRIPTION

REVISIONS

Sheet Name
COVER SHEET

G-001
Sheet Number

Issued: 7/14/2024
Project: SPA-24-0009-00
Drawn by: BLR
Reviewed by: TCB

CODE ASSESSMENT

RENOVATIONS TO FIRST FLOOR BUSINESS SPACE AT 167 PARK ROW BRUNSWICK, MAINE

APPLICABLE CODES AND AMENDMENTS:

STATE OF MAINE AND TOWN OF BRUNSWICK, MAINE:
COMMERCIAL BUILDING CODE:
MAINE UNIFORM BUILDING AND ENERGY CODE (MUBEC) AND (MUBC) ADOPTS WITH AMENDMENTS:
INTERNATIONAL BUILDING CODE (IBC) – 2015 EDITION
INTERNATIONAL EXISTING BUILDING CODE (IEBC) – 2015 EDITION
INTERNATIONAL ENERGY CONSERVATION CODE (IECC) – 2015 EDITION
INTERNATIONAL MECHANICAL CODE (IMC) – 2015 EDITION
ASHRAE 90.1 (NO AMENDMENT) – 2016 EDITION

LIFE SAFETY CODE: NFPA 101 – 2018 EDITION
ACCESSIBILITY CODE: IBC WITH AMENDMENTS – 2015 EDITION, ADA STANDARDS – 2010 EDITION, ICC A117.1 – 2009 EDITION
PLUMBING CODE: UNIFORM PLUMBING CODE (UPC) WITH AMENDMENTS – 2021 EDITION
ELECTRICAL CODE: NFPA 70, NATIONAL ELECTRIC CODE (NEC) WITH AMENDMENTS – 2020 EDITION

USE AND OCCUPANCY CLASSIFICATION:

IBC – SECTION 302, 304 & 310	BUSINESS GROUP B – PROFESSIONAL SERVICES
NFPA 101 – CHAPTER 6.1.11	BUSINESS OCCUPANCY – TRANSACTION OF BUSINESS
NFPA 101 – CHAPTER 39.1.5	EXISTING BUSINESS OCCUPANCY – HAZARD OF CONTENTS: ORDINARY HAZARD
NFPA 101 – CHAPTER 24.1.5	ONE & TWO FAMILY DWELLINGS – HAZARD OF CONTENTS: ORDINARY HAZARD

GENERAL BUILDING HEIGHTS AND AREAS:

IBC – SECTION 504 & TABLE 504.3	ALLOWABLE BUILDING HEIGHT: B OCCUPANCY (TYPE VB CONSTRUCTION) NOT TO EXCEED 60 FEET ABOVE GRADE
IBC – SECTION 504.4 & TABLE 504.4	ALLOWABLE NUMBER OF STORIES: B OCCUPANCY (TYPE VB CONSTRUCTION) NOT TO EXCEED 3 STORIES ABOVE GRADE
IBC – SECTION 508	MIXED USE AND OCCUPANCY: OCCUPANCIES SEPARATED PER SECTION 510
IBC – SECTION 508.4 & TABLE 508.4	SEPARATION OF OCCUPANCIES: B OCCUPANCIES REQUIRE 1-HOUR FIRE RATED SEPARATION FROM RESIDENTIAL OCCUPANCIES: SEE SECTION 420
NFPA 101 – 24.1.3.3	MULTIPLE DWELLING UNITS SHALL BE PERMITTED TO BE LOCATED ABOVE A NONRESIDENTIAL OCCUPANCY WHERE THE DWELLING UNIT EXITS ARE SEPARATED THE NONRESIDENTIAL OCCUPANCY BY 1-HOUR FIRE RESISTANCE RATED CONSTRUCTION

TYPES OF CONSTRUCTION:

IBC – TABLE 601	FIRE RESISTANCE RATING REQUIREMENTS FOR BUILDING ELEMENTS IN TYPE VB CONSTRUCTION: PRIMARY STRUCTURAL FRAME: 0 HOURS BEARING WALLS (INTERIOR AND EXTERIOR): 0 HOURS NONBEARING WALLS AND PARTITIONS (EXTERIOR): SEE TABLE 602 NONBEARING WALLS AND PARTITIONS (INTERIOR): 0 HOURS FLOOR CONSTRUCTION AND ASSOCIATED SECONDARY MEMBERS: 0 HOURS ROOF CONSTRUCTION AND ASSOCIATED SECONDARY MEMBERS: 0 HOURS
IBC – SECTION 602 & TABLE 602	FIRE-RESISTANCE RATING FOR EXTERIOR WALLS BASED ON FIRE SEPARATION DISTANCE: $10 < X < 30$ (TYPE VB CONSTRUCTION) (OCCUPANCY GROUP R & B) REQUIRES 0 HOURS $X > 30$ (TYPE VB CONSTRUCTION) (OCCUPANCY GROUP R & B) REQUIRES 0 HOURS

FIRE AND SMOKE PROTECTION FEATURES:

IBC – SECTION 711.2.4.1	SEPARATING MIXED OCCUPANCIES: HORIZONTAL ASSEMBLIES SEPARATING MIXED OCCUPANCIES, THE ASSEMBLY SHALL HAVE A FIRE-RESISTIVE RATING NOT LESS THAN THAT REQUIRED BY SECTION 508.4 BASED ON THE OCCUPANCIES BEING SEPARATED
NFPA 101 – TABLE 6.1.14.4.1(b)	MULTIPLE – SEPARATED OCCUPANCY: REQUIRES 2-HOUR FIRE-RESISTANCE RATED SEPARATION BETWEEN ONE & TWO FAMILY DWELLINGS AND A BUSINESS OCCUPANCY
NFPA 101 – CHAPTER 39.3.4.1	FIRE ALARM: REQUIRED IN A BUSINESS OCCUPANCY OF 3 STORIES OR MORE IN HEIGHT

SHAFT ENCLOSURES:

IBC – SECTION 713.4	FIRE-RESISTANCE RATING: SHAFT ENCLOSURES SHALL HAVE A FIRE-RESISTANCE RATING OF NOT LESS THAN 1-HOUR WHERE CONNECTING LESS THAN 4 STORIES (INCLUDING BASEMENTS). SHAFT ENCLOSURES SHALL HAVE A FIRE-RESISTANCE RATING NOT LESS THAN THE FLOOR ASSEMBLY PENETRATED, BUT NEED NOT EXCEED 2 HOURS

AUTOMATIC SPRINKLER SYSTEM:

IBC – SECTION 903	GROUP B OCCUPANCY: SPRINKLER SYSTEM IS NOT REQUIRED
IBC – SECTION 906.1 & NFPA 101 – 39.3.5	PORTABLE FIRE EXTINGUISHERS: REQUIRED PER NFPA 1, 2018 EDITION

GENERAL MEANS OF EGRESS:

IBC – SECTION 1003.2	CEILING HEIGHT: NOT LESS THAN 7'-6"
IBC – SECTION 1003.5	ELEVATION CHANGE: WHERE CHANGES IN ELEVATION OF LESS THAN 12 INCHES EXIST IN THE MEANS OF EGRESS, SLOPED SURFACES SHALL BE USED. WHERE THE SLOPE IS GREATER THAN ONE UNIT VERTICAL IN 20 UNITS HORIZONTAL (5% SLOPE), RAMPS COMPLYING WITH SECTION 1012 SHALL BE USED. WHERE THE DIFFERENCE IN ELEVATION IS 6 INCHES OR LESS, THE RAMP SHALL BE EQUIPPED WITH EITHER HANDRAILS OR FLOOR FINISH MATERIALS THAT CONTRAST WITH ADJACENT FLOOR FINISH MATERIALS
IBC – SECTION 1004.1.2 & NFPA 101 – CHAPTER 7, TABLE 7.3.1.2	OCCUPANT LOAD: MAX FLOOR AREA PER OCCUPANT ACCESSORY STORAGE AREAS, MECHANICAL EQUIPMENT ROOM – 300 GSF ASSEMBLY WITHOUT FIXED SEATS CONCENTRATED (CHAIRS ONLY – NOT FIXED) – 7 NSF STANDING SPACE – 5 NSF UNCONCENTRATED (TABLES AND CHAIRS) – 15 NSF BUSINESS AREAS – 100 GSF NOTE: SEE DRAWING LS-002 FOR OCCUPANCY AND PLUMBING COUNT TABLES
IBC – SECTION 1006 & TABLE 1006.2.1	NUMBER OF EXITS AND EXIT ACCESS DOORWAYS: TWO EXITS OR EXIT ACCESS DOORWAYS FROM ANY SPACE SHALL BE PROVIDED WHERE THE DESIGN OCCUPANT LOAD OR THE COMMON PATH OF EGRESS TRAVEL DISTANCE EXCEEDS THE VALUES LISTED IN TABLE 1006.2.1. SPACES WITH 1 EXIT OR EXIT ACCESS DOORWAY: B OCCUPANCY (WITHOUT A SPRINKLER SYSTEM): MAX COMMON PATH OF TRAVEL 100 FEET WHEN LESS THAN 30 OCCUPANTS AND 75 FEET WHEN GREATER THAN 30 OCCUPANTS
NFPA 101 – CHAPTER 24.1.3.2.2	ONE & TWO FAMILY DWELLINGS IN A MULTIPLE OCCUPANCY BUILDING (NO SPRINKLER SYSTEM) SHALL BE PERMITTED TO HAVE A SOLE MEANS OF EGRESS PASS THRUGH A NONRESIDENTIAL OCCUPANCY IN THE SAME BUILDING, PROVIDED THAT ALL ARE MET: SOLE MEANS OF EGRESS FROM THE DWELLING UNIT TO THE EXTERIOR SHALL BE SEPARATED FROM THE REMAINDER OF THE BUILDING BY FIRE BARRIERS OF NOT LESS THAN 1-HOUR FIRE-RESISTANCE RATED DWELLING UNIT COMPLIES WITH CHAPTER 24 OF NFPA 101 SOLE MEANS OF EGRESS FROM THE DWELLING UNIT SHALL NOT PASS THROUGH A HIGH HAZARD AREA
IBC – SECTION 1017 & TABLE 1017.2	EXIT ACCESS TRAVEL DISTANCE: B OCCUPANCY (WITHOUT A SPRINKLER SYSTEM) – MAX TRAVEL DISTANCE OF 200 FEET
NFPA 101 – CHAPTER 39.2.9.1	EMERGENCY LIGHTING: REQUIRED IN A BUILDING 3 OR MORE STORIES IN HEIGHT
IBC – SECTION 1020 & TABLE 1020.1	CORRIDOR FIRE-RESISTANCE RATING: B OCCUPANCY (WITHOUT A SPRINKLER SYSTEM) WITH GREATER THAN 30 OCCUPANTS = 0-HOUR FIRE RATED WALLS
IBC – SECTION 1020.2	WIDTH AND CAPACITY: LESS THAN 50 OCCUPANTS = 36 INCH MINIMUM CORRIDOR WIDTH GREATER THAN 50 OCCUPANTS = 44 INCH MINIMUM CORRIDOR WIDTH
NFPA 101 – CHAPTER 7.2.2.4.1.1 & 7.2.2.4.5.2	EXISTING STAIR: PERMITTED TO HAVE HANDRAILS TO ONE SIDE (SAME FOR EXISTING RAMPS, AND NEW AND EXISTING STAIRS OR RAMPS WITHIN DWELLING UNITS) – HANDRAILS SHALL NOT BE LESS THAN 30 INCHES OR GREATER THAN 38 INCHES ABOVE TREAD MINIMUM CLEAR WIDTH OF 36 INCHES MINIMUM RISER HEIGHT OF 8 INCHES MINIMUM TREAD DEPTH OF 9 INCHES MINIMUM HEADROOM OF 6'-8" MAXIMUM HEIGHT BETWEEN LANDINGS OF 12'-0 INCHES.
NFPA 101 – CHAPTER 39.3.3.2	BUSINESS OCCUPANCY: EXIT ENCLOSURES: CLASS A OR B LOBBIES AND CORRIDORS: CLASS A OR B OTHER SPACES: CLASS A, B, OR C INTERIOR FLOOR FINISH: MINIMUM CLASS II

NOTE:
NO SPRINKLERS REQUIRED WHERE THIS IS A BUSINESS OCCUPANCY ON THE FIRST FLOOR AND A FUTURE ONE AND TWO FAMILY RESIDENTIAL OCCUPANCY ON THE SECOND FLOOR; HOWEVER, A TWO HOUR FIRE-RESISTANCE RATED HORIZONTAL SEPARATION IS REQUIRED BETWEEN THE TWO OCCUPANCIES. THE TWO EXISTING STAIRWAYS ARE 1-HOUR FIRE-RESISTANCE RATED ASSEMBLIES THAT PROVIDE DIRECT EXIT TO GRADE FOR EACH OF THE OCCUPANCIES WITHIN THE BUILDING. ONCE IN THE STAIRWAY, NEITHER OCCUPANCY TRAVERSES THE OTHER OCCUPANCY SPACE AND EACH EXITS TO GRADE.

OCCUPANCY COUNTS

OFFICE TENANT SPACE = 670 GSF

OFFICE 118	BUSINESS (B)	474 GSF	100 GSF PER OCCUPANT	5 OCCUPANTS	18 OCCUPANTS	THE OFFICE TENANT SPACE OCCUPANCY COUNT IS BASED ON THE THE HIGHER OCCUPANCY COUNT OF HAVING A CONFERENCE ROOM. A LOWER OCCUPANCY COUNT IS APPLICABLE IF THE SPACE IS USED FOR GENERAL OFFICE.
EXISTING ADA BATHROOM 119						
EXISTING ENTRY STAIR 120						
CONFERENCE / OPEN OFFICE 117	BUSINESS (B) (ASSEMBLY UNDER 50 OCCUPANTS)	196 NSF	15 NSF PER OCCUPANT	13 OCCUPANTS		

PLUMBING COUNTS

OFFICE TENANT SPACE – BUSINESS OCCUPANCY (B)

WATER CLOSETS		LAVATORIES		BATHTUBS/ SHOWERS	DRINKING FOUNTAIN	SERVICE SINK	NOTES
MALE	FEMALE	MALE	FEMALE				
1 PER 25 FOR THE FIRST 50 AND 1 PER 50 FOR THE REMAINDER EXCEEDING 50		1 PER 40 FOR THE FIRST 80 AND 1 PER 80 FOR THE REMAINDER EXCEEDING 80		N/A	1 PER 100	1	PER 2018 INTERNATIONAL PLUMBING CODE (IPC) SECTION 402.3 SEPARATE FACILITIES SHALL NOT BE REQUIRED IN BUSINESS OCCUPANCIES IN WHICH THE MAX OCCUPANT LOAD IS 25 OR FEWER
1	1	1	1	---	1	1	

FIXTURE COUNT: (1) BATHROOM CONTAINING A WATER CLOSET AND A LAVATORY IS PERMITTED FOR THE TENANT SPACE AS CURRENTLY DESIGNED PER IPC 2018 SECTION 402.3.

STEVENS POND ARCHITECTS LLC
PORTLAND, MAINE

RENOVATIONS & ADDITIONS
167 PARK ROW
167 PARK ROW
BRUNSWICK, MAINE 04011

TOWN OF BRUNSWICK, ME
BUILDING PERMIT APPLICATION
FOR CONSTRUCTION

#	Date	Description
	7/14/25	PERMIT APPLICATION
	7/25	PROGRESS SET

REVISIONS

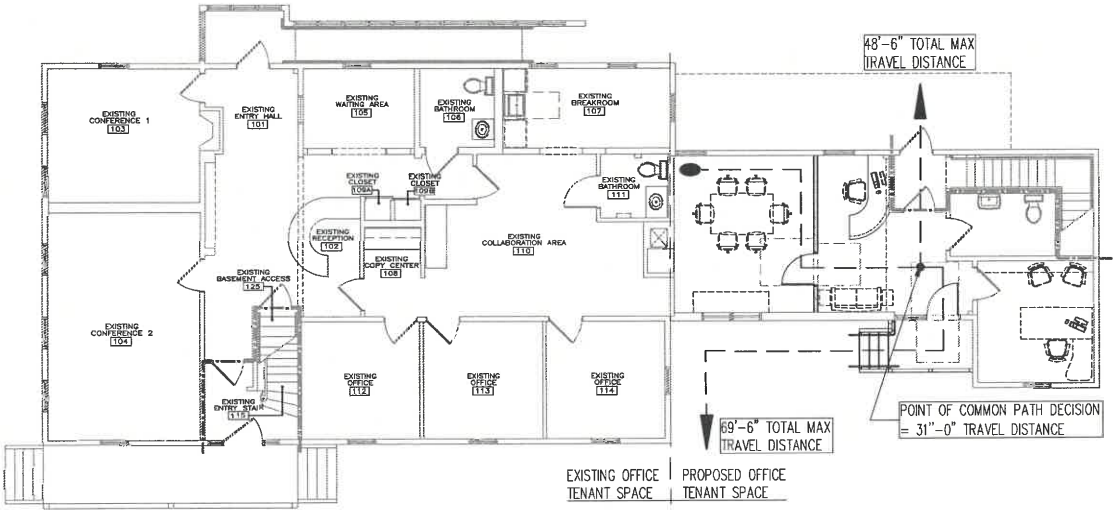
Sheet Name
CODE ASSESSMENT, OCCUPANCY, AND PLUMBING CALCS

LS-001
Sheet Number

Issued: 7/14/2025
Project: SPA-24-0009-00
Drawn By: ELJS
Reviewed By: TCB

LEGEND:

- NEW WALL PARTITIONS
- EXISTING CONSTRUCTION TO REMAIN
- TRAVEL PATH TO EXIT
- EXISTING 1-HOUR FIRE RATED SEPARATION



1 LS-002 / SCALE: 1/4" = 1'-0"

FIRST FLOOR LIFE SAFETY PLAN

STEVENS POND ARCHITECTS LLC

RENOVATIONS & ADDITIONS
167 PARK ROW
167 PARK ROW
BRUNSWICK, MAINE 04011

TOWN OF BRUNSWICK, ME
BUILDING PERMIT APPLICATION
FOR CONSTRUCTION

#	Date	Description
	7/14/25	TOWN OF BRUNSWICK, MAINE BUILDING DEPARTMENT
	1/1/25	PROGRESS SET

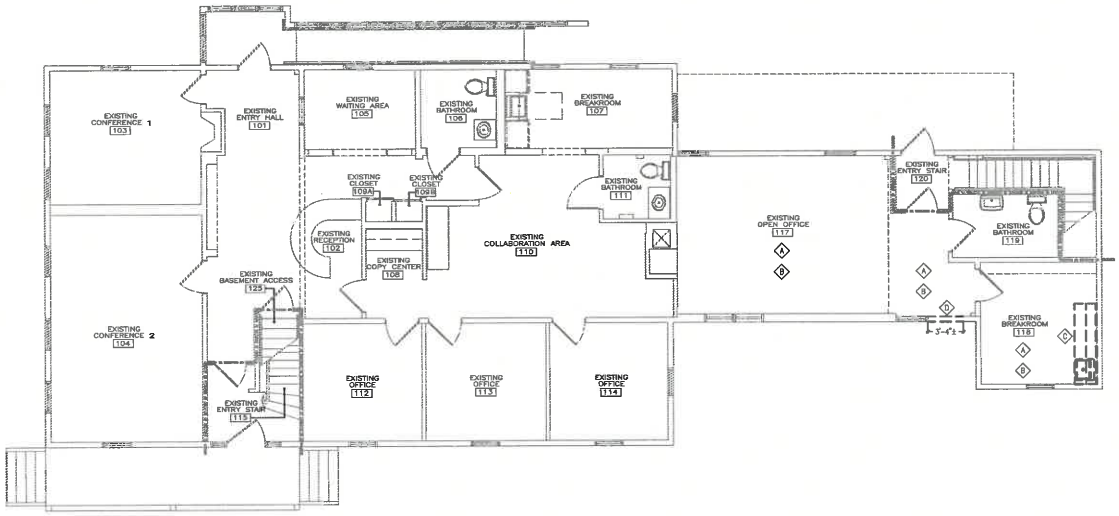
REVISIONS

Sheet Name: LIFE SAFETY PLANS

LS-002
Sheet Number

Issued: 1 1/1/2024
Project: STA-24-009-00

Drawn by: SLD
Reviewed by: TCB



1 FIRST FLOOR DEMO PLAN
AD-101 / SCALE: 1/4" = 1'-0"

DEMO LEGEND:

- EXISTING CONSTRUCTION TO BE REMOVED.
- EXISTING CONSTRUCTION TO REMAIN.
- +0" BASE LINE FLOOR ELEVATION
- EXISTING 1-HOUR FIRE RATED SEPARATION

DEMO NOTES:

1. THE DEMOLITION SHOWN ON THIS PLAN IS INTENDED TO SHOW THE MAGNITUDE OF THE SCOPE OF WORK, HOWEVER IT DOES NOT SHOW LIMITS OR QUANTITIES OF THE WORK OR EFFORT. THE CONTRACTOR SHALL VISIT THE SITE TO GET A COMPLETE UNDERSTANDING OF THE WORK REQUIRED.

DEMO KEY NOTES:

- A REMOVE EXISTING CARPET, ASSOCIATED PAD, AND ADHESIVE DOWN TO EXISTING HARDWOOD.
- B CAREFULLY REMOVE AND SALVAGE EXISTING BASE TRIM FOR REINSTALLATION. REPLACE ANY DAMAGED BASE TRIM WITH NEW TO MATCH EXISTING IN KIND AND AESTHETIC
- C CAREFULLY REMOVE AND SALVAGE EXISTING CASEWORK AND COUNTER FOR REUSE.
- D REMOVE PORTION OF EXISTING WALL IN PREPARATION FOR EXTERIOR DOOR, FRAME, AND HARDWARE. COORDINATE REMOVAL LIMITS WITH THE NEW DOOR AND FRAME.

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

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STEVENS POND ARCHITECTS LLC
PORTLAND, MAINE

RENOVATIONS & ADDITIONS
167 PARK ROW
167 PARK ROW
BRUNSWICK, MAINE 04011

TOWN OF BRUNSWICK ME
BUILDING PERMIT APPLICATION
FOR CONSTRUCTION

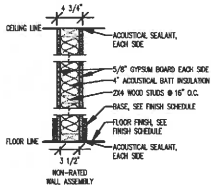
#	Date	Description
	1/14/25	PERMIT REVISION
	1/14/25	PROGRESS SET
	12/3/24	PROGRESS SET

REVISIONS

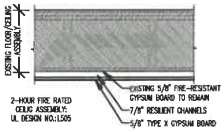
Sheet Name
FIRST FLOOR DEMO PLAN

AD-101
Sheet Number

Issued: 1/14/2025
Project: SPA-24-0009-00
Drawn by: BLB
Reviewed by: TCB



A WALL TYPE DETAIL
SCALE: 1 1/2" = 1'-0"



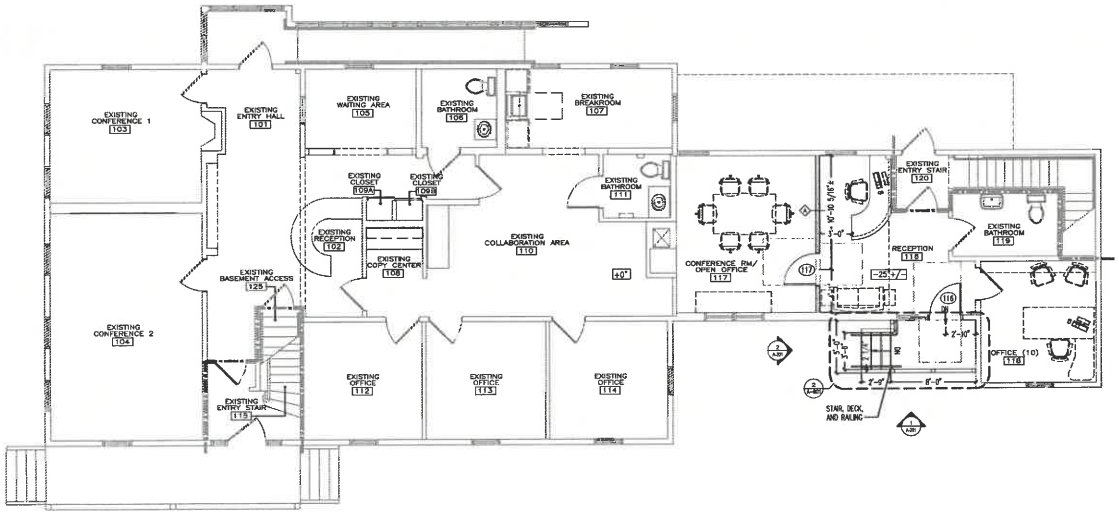
1 A-101 SECTION DETAIL
FLOOR / CEILING ASSEMBLY
SCALE: 1 1/2" = 1'-0"

DEMO LEGEND:

- NEW WALL PARTITIONS
- EXISTING CONSTRUCTION TO REMAIN
- ±0" BASE LINE FLOOR ELEVATION
- EXISTING 1-HOUR FIRE RATED SEPARATION

GENERAL NOTES:

1. THE FURNITURE IS SHOWN FOR SPATIAL REFERENCE ONLY AND IS NOT PART OF THE WORK SCOPE, UNLESS NOTED OTHERWISE.
2. ALL NEW WALL PARTITIONS TO BE FACED WITH 5/8" GYPSUM WALL BOARD, PRIMED AND PAINTED UNLESS OTHERWISE NOTED.
3. ALL EXISTING WOOD FLOORS TO BE REPAIRED, SANDED, AND STAINED UNLESS OTHERWISE NOTED.
4. INSTALL NEW BASE TRIM AT NEW WALLS TO MATCH EXISTING.



1 A-101 FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"

STEVENS POND ARCHITECTS LLC
PORTLAND, MAINE

RENOVATIONS & ADDITIONS
167 PARK ROW
167 PARK ROW
BRUNSWICK, MAINE 04011

TOWN OF BRUNSWICK, ME
BUILDING PERMIT APPLICATION
FOR CONSTRUCTION

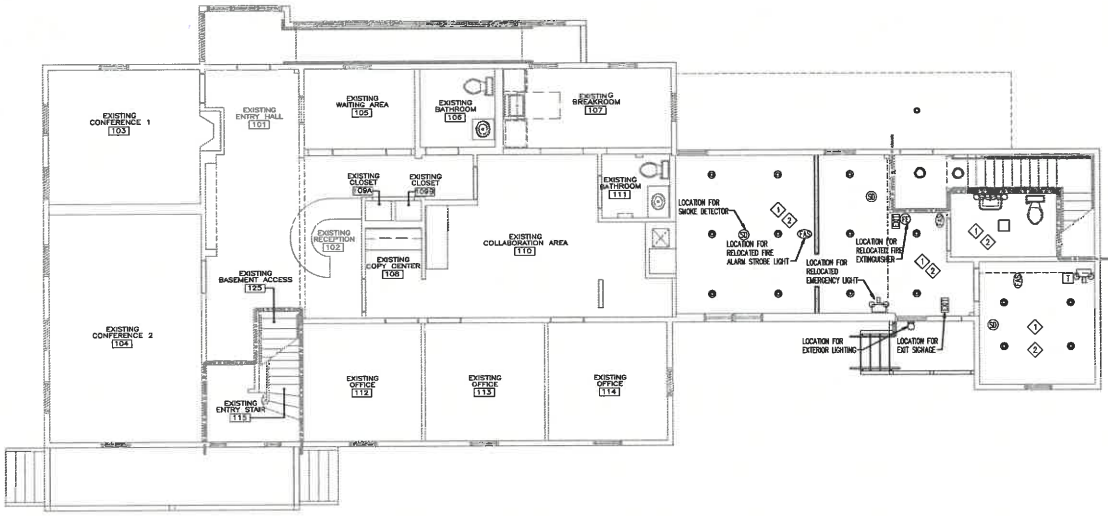
#	Date	Description
1	1/12/24	PERMIT SUBMITTAL
2	1/19/25	PROGRESS SET
3	12/8/25	PROGRESS SET

REVISIONS

Sheet Name
FIRST FLOOR PLAN

A-101
Sheet Number

Issued: 1 11/21/24
Project: SPA-24-0009-00
Drawn by: BLR
Reviewed by: TCB



FIRST FLOOR REFLECTED CEILING PLAN

1 / A-102 SCALE: 1/4" = 1'-0"

LEGEND

- RECESSED CAN LIGHT FIXTURE, FIRE RATED BASED ON RAZOR FIRE RATED SERIES CCT FIRE RATED RECESSED DOWN LIGHT
- FIRE RATED EXHAUST FAN BASED ON AIR KING 50 CFM 3.2 SONE CEILING MOUNTED
- SD SMOKE DETECTOR
- FE FIRE EXTINGUISHER
- FP FIRE ALARM PULL
- FA PANEL FIRE ALARM PANEL
- FAS FIRE ALARM STROBE LIGHT
- EXIT EXIT SIGN
- EMERGENCY LIGHT
- EXISTING 1-HOUR FIRE RATED SEPARATION

GENERAL NOTES:

1. ELECTRICAL DEVICE LOCATIONS & CEILING LIGHT FIXTURE LOCATIONS ARE FOR REFERENCE ONLY. ALL WIRING AND INSTALLATIONS MUST BE INSTALLED IN ACCORDANCE WITH LOCAL, STATE AND FEDERAL CODE REQUIREMENTS.

2. ALL WIRING SHALL BE CONCEALED. NO SURFACE MOUNTED WIRE WILL BE PERMITTED.

KEY NOTES:

1. ALL EXISTING CEILINGS TO BE FACED WITH 5/8" TYPE X GYPSUM BOARD, PATCHED, REPAIRED, AND SEALED AS REQUIRED FOR A 2-HOUR HORIZONTAL FIRE BARRIER SEPARATION. ALL CEILINGS TO RECEIVE PRIMING AND PAINTING UNLESS OTHERWISE NOTED. SEE DETAIL 1 ON A-101.

2. PROVIDE AND INSTALL NEW LIGHT FIXTURES. COORDINATE QUANTITIES AND FINAL LOCATIONS WITH OWNER TO ENSURE DESIRED LIGHTING LEVELS ARE MET.

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

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STEVENS POND ARCHITECTS LLC
PORTLAND, MAINE

RENOVATIONS & ADDITIONS
167 PARK ROW
167 PARK ROW
BRUNSWICK, MAINE 04011

TOWN OF BRUNSWICK, ME
BUILDING PERMIT APPLICATION
FOR CONSTRUCTION

#	Date	Description
	1/14/24	PERMIT REQUEST BY BRUNSWICK, ME DEPT.
	1/10/24	PROGRESS SET

REVISIONS

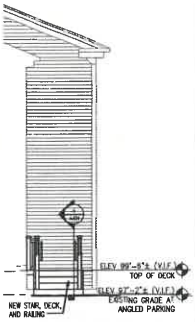
Sheet Name
FIRST FLOOR REFLECTED CEILING PLAN

A-102
Sheet Number

Issued: 1/11/2023
Project: SP/A-24-0009-00
Drawn By: BLB
Reviewed by: TCB

3 A-201 / WEST ELEVATION
SCALE: 1/4" = 1'-0"

1 A-201 / SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



2 A-201 / WEST ELEVATION
SCALE: 1/4" = 1'-0"

STEVENS POND ARCHITECTS LLC
PORTLAND, MAINE

RENOVATIONS & ADDITIONS
167 PARK ROW
167 PARK ROW
BRUNSWICK, MAINE 04011

TOWN OF BRUNSWICK, ME
BUILDING PERMIT APPLICATION
FOR CONSTRUCTION

#	Date	Description
	7/14/25	PERMIT SUBMITTAL
	10/02	PROGRESS SET
	10/30	PROGRESS SET

REVISIONS

Sheet Name
EXTERIOR ELEVATIONS

A-201
Sheet Number

Issued: 11/21/24
Project: SPA-24-0003-00
Drawn by: ELB
Reviewed by: TCB

ROOM FINISH SCHEDULE

MARK	ROOM	FLOOR	BASE	HEIGHT	NORTH WALL	EAST WALL	SOUTH WALL	WEST WALL	TRIM	WAINSCOT	HEIGHT	CEILING	FIRE RATED	NOTE:
116	RECEPTION	TBD	PAINT EXISTING	----	PAINT EXISTING	PAINT EXISTING	PAINT EXISTING	PAINT NEW GYP	PAINT EXISTING/NEW	----	----	GYPSUM & PAINT	2-HOUR	
117	CONF RM/OPEN OFFICE	TBD	PAINT EXISTING	----	PAINT EXISTING	PAINT NEW GYP	PAINT EXISTING	PAINT EXISTING	PAINT EXISTING/NEW	----	----	GYPSUM & PAINT	2-HOUR	
118	OFFICE (10)	TBD	PAINT EXISTING	----	PAINT EXISTING	PAINT EXISTING	PAINT EXISTING	PAINT EXISTING	PAINT EXISTING	----	----	GYPSUM & PAINT	2-HOUR	
119	EXISTING BATHROOM	----	----	----	----	----	----	----	----	----	----	----	EXISTING	
120	EXISTING ENTRY STAIR	----	----	----	----	----	----	----	----	----	----	----	EXISTING	

NOTE:
1. PROVIDE 2-HOUR FIRE RATED FLOOR/CEILING ASSEMBLY AT FIRST FLOOR CEILING AS A HORIZONTAL FIRE SEPARATION BETWEEN THE FIRST AND SECOND FLOOR.
2. PREPARE, PRIME, AND PAINT SURFACES PER MANUFACTURERS RECOMMENDATIONS AND INSTRUCTIONS.

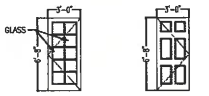
DOOR AND FRAME SCHEDULE

MARK	LOCATION		DOORS										FRAMES		FIRE RATING	REMARKS
	FROM	TO	NOMINAL SIZE			TYPE	MAT'L	LOUVER			GLASS	HRDWR GROUP NO.	TYPE	MAT'L		
			WIDTH	HEIGHT	THK			WIDTH	HEIGHT	TYPE						
116	EXTERIOR	RECEPTION	3'-0"	6'-8"	1 3/4"	B	TBD	----	----	---	TBD	SET 1	---	WD	---	
117	RECEPTION	CONF/OFFICE	3'-0"	6'-8"	1 3/4"	A	WD	----	----	---	YES	SET 2	---	WD	---	

NOTE: PROVIDE ALL ACCESSIBLE LEVER HARDWARE AND INSTALL AT HEIGHT PERMITTED BY CODE AND ACCESSIBILITY STANDARDS AS REQUIRED.

HARDWARE SCHEDULE:

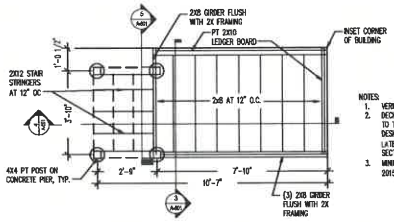
HARDWARE SET 1	HARDWARE SET 2
LOCKSET (ENTRY/EXIT)	LOCKSET (PASSAGE)
LEVER HANDLE	LEVER HANDLE
WALL STOP	WALL STOP
CLOSER	HINGES
HINGES	SILENCERS
SILENCERS	



(A) NON-RATED INTERIOR SOLID WOOD DOOR WITH GLASS PANELS

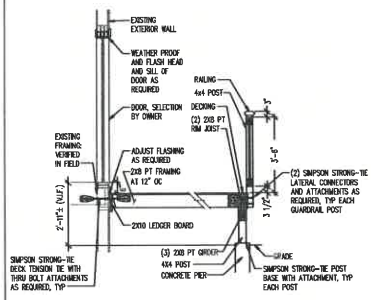
(B) NON-RATED 6 PANEL EXTERIOR INSULATED DOOR

1 / A-601 DOOR ELEVATIONS
SCALE: 1/4" = 1'-0"

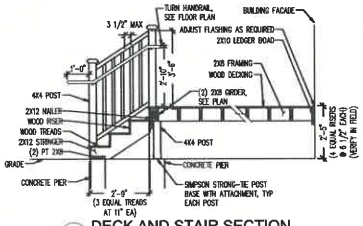


NOTES:
1. VERIFY AND COORDINATE ALL FRAMING.
2. DECKS SHALL BE POSITIVELY ANCHORED TO THE PRIMARY STRUCTURE AND DESIGNED FOR BOTH VERTICAL AND LATERAL LOADS PER MUBEC (IRC 2015) SECTION 507.
3. MINIMUM FOOTING SIZE PER MUBEC (IRC 2015) SECTION 403.

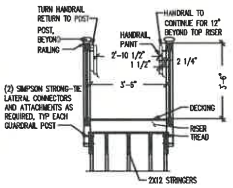
2 / A-601 DECK AND STAIR FRAMING PLAN
SCALE: 1/2" = 1'-0"



3 / A-601 DECK AND STAIR SECTION
SCALE: 1/2" = 1'-0"



4 / A-601 DECK AND STAIR SECTION
SCALE: 1/2" = 1'-0"



5 / A-601 DECK AND STAIR SECTION
SCALE: 1/2" = 1'-0"

Scale: 1/4" = 1'-0"
Scale: 1/2" = 1'-0"

STEVENS POND ARCHITECTS LLC
PORTLAND, MAINE

RENOVATIONS & ADDITIONS
167 PARK ROW
167 PARK ROW
BRUNSWICK, MAINE 04011

TOWN OF BRUNSWICK, ME
BUILDING PERMIT APPLICATION
FOR CONSTRUCTION

#	Date	Description
	7/14/25	COMPLETE REVISION TO ENERGY SECTION
	07/02/25	PROGRESS SET

REVISIONS

Sheet Name
FINISH AND DOOR SCHEDULES, AND DETAILS

A-601
Sheet Number

Issued: 7/14/2025
Project: BPA-24-0009-00
Drawn by: BLD
Reviewed by: TCB

Park Row