
SECTION 9 HISTORIC PRESERVATION

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A. Purpose

Gardiner possesses a unique and diverse cultural heritage as a riverfront community. The purpose of this ordinance is to promote the general welfare of the community by providing a mechanism to identify and preserve distinctive historic and architectural characteristics of Gardiner, while recognizing the need to allow repairs or alterations to buildings to promote energy efficiency and contemporary use of properties.

B. Historic Commission

1. Establishment and Organization

- a. An Historic Preservation Commission shall be established consisting of 7 members and two (2) alternate members, who shall be residents of Gardiner. An alternate members would become a voting member when so designated by the Commission Chairperson due to the absence of a primary member. Members of the Commission shall demonstrate an interest in the historical and architectural development of the City and shall be appointed, with due regard, to the proper representation of such fields as history, architectural history, architecture, landscape architecture, planning, engineering, archeology, law and building construction to the extent that such professionals are available in the community. Consideration shall also be given to at least one member being a resident of a designated historic district.
- b. The Historic Preservation Commission of the City of Gardiner, hereinafter called the Commission, shall administer this Ordinance.
- c. Members shall be appointed by the Mayor for a term of 3 years, except that the initial appointments shall be staggered so that subsequent appointments shall not recur at the same time.
- d. The members shall annually choose a chairperson who shall preside at all meetings.
- e. All meetings of the commission shall be open to the public and the Commission shall keep a record of its proceedings and actions.
- f. A quorum shall consist of a majority of the members.
- g. A legal vote shall consist of a majority of the members present and voting.
- h. The Mayor shall act within 60 days to fill a vacancy, including expired terms.
- i. A municipal officer may not be a member of the Commission.
- j. A member may be removed by the Mayor for the following reasons:

- 1) Unable to continue being an active member due to physical or mental incapacity.
 - 2) The violation of state or federal criminal statutes.
- k. A vacancy shall be created when any one of the following occurs:
- 1) Member moves from his/her residence from the City.
 - 2) Member resigns.
 - 3) Member is removed for cause by the City Council.
 - 4) Death of a member.
 - 5) A commission member has three (3) consecutive absences. Exception may be agreed to by the board.

2. Powers and Duties

The Commission shall be authorized to:

- a.. Conduct a survey of historic and archeological resources within Gardiner according to guidelines established by the Maine Historic Preservation Commission and maintain a record of such.
- b. Recommend methods and procedures to the City Council necessary to preserve, restore, maintain and operate historic sites and properties under the ownership or control of the City.
- c. Review alterations, relocation and demolition of the designated historic and prehistoric properties under its jurisdiction.
- d. Review all new construction affecting historic and prehistoric properties and/or districts within its jurisdiction to determine if locally listed historic or prehistoric archeological site will be affected.
- e. Review all proposed National Register nominations for properties within its jurisdiction. When the Commission considers a National Register nomination and other actions which are normally evaluated by a professional in a specific discipline and that discipline is not represented on the Commission, the Commission shall seek expertise in that area before rendering its decision.
- f. Recommend ordinances to the City Council and otherwise provide information for the purposes of historic preservation in City.

- g. Recommend to the City Council guidelines for the conservation of designated local landmarks and historic districts to be used in decisions for requests for permits for new construction alterations, demolition, relocation or additions to listed historic landmarks, properties and buildings within historic districts.
- h. Act in an advisory role to other officials and departments of local government regarding the protection of local cultural preservation.
- i. Act as a liaison on behalf of the local government to individuals and organizations concerned with historic preservation.
- j. Promote and conduct an educational and interpretive program on historic preservation and historic properties and sites within the City.
- k. Cooperate with federal, state and local governments in the pursuance of the objectives of historic preservation.
- l. Participate in the conduct of land use and other planning processes undertaken by the City the State or the Federal government and the agencies of these entities.
- m. Submit an annual report of the activities of the Commission to the Maine Historic Preservation Commission.
- n., The Commission is required to participate in at least one informational/ educational meeting, per year, sponsored by the Maine Historical Preservation Commission.
- o. The Commission shall be authorized to issue a Certificate of Appropriateness pursuant to this Ordinance.

C. Establishment of Historic Properties, Landmarks and Districts

1.. Characteristics

Any site, building, group of buildings, structure or object may be designated for preservation as an historic property, landmark or district if it meets one or more of the criteria established for inclusion in the National Register of Historic Places, which are as follows:

- a. The quality of significance in American history, architecture, archeology, engineering and culture on the local, state, and national levels is present in districts, sites buildings, structures and objects that possess integrity of location, design, setting, materials, workmanship, feeling and association, and:

- 1) that are associated with events that have made a significant contribution to the broad patterns of our history or;

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- 2) are associated with the lives of persons significant in our past or;
 - 3) that embody the distinctive characteristics of a type, period or method of construction, or that represent the work of a master, or that represent a significant and distinguishable entity whose components may lack individual distinction or;
 - 4) that have yielded, or may be likely to yield, information important in prehistory or history.
- b. Ordinarily, cemeteries, birthplaces or graves of historical figures, properties owned by religious institutions or used for religious purposes, structures that have been moved from properties primarily commemorative in nature, and properties that have achieved significance within the past 50 years shall not be considered eligible for the National Register. However, such properties will qualify if they are integral parts of districts that do meet the criteria or if they all within the following categories:
- 1) a religious property deriving primary significance from architectural or artistic distinction of historic importance or;
 - 2) a building or structure removed from its original location but which is significant primarily for architectural value, or which is the surviving structure most importantly associated with a historic person or event or;
 - 3) a birthplace or grave of an historical figure of outstanding importance if there is no other appropriate site or building directly associated with this productive life or;
 - 4) a cemetery that derives its primary significance from graves of persons of transcendent importance, from age, from distinctive design features, or from association with historic events or;
 - 5) a reconstructed building when accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or structure with the same association has survived or;
 - 6) a property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own historic significance;
 - 7) a property achieving significance within the past 50 years if it is of exceptional importance.

D. Procedure

1. Any building, place, district, historic site, historic landmark or archeological site may be designated and added to this Ordinance by the following procedures set forth herein:
 - a. Designation may be initiated by resolution of the Commission or by a written request to the Commission from the City Council or the Planning Board or a resident or property owner of the City of Gardiner.
 - b. The Commission shall consider each request and perform such studies, research and investigation as it deems appropriate. The results of this study shall also be forwarded to the Maine Historic Preservation Commission for review and comment.
 - c. The Commission, upon completion of the necessary research, shall submit its proposal to the Planning Board for a Public hearing. The Commission shall notify all property owners included within the proposed designated area and all property owners within 100 feet of the proposed designated area of the date, time and place of the public hearing. A legal ad shall also be placed at least 10 days prior to the public hearing. The Planning Board shall follow its procedure for an amendment to the Zoning Ordinance.
 - d. This Ordinance and every addition shall contain a legal description of each affected geographical area. A copy shall be recorded in the Registry of Deeds and shall be added to all tax assessment records.

E. Gardiner Historic Register

1. Downtown Historic District

Beginning at the intersection of Brunswick, Water & Bridge at the Northwest corner of property line of the U.S. Post Office Building, thence heading in a Northeasterly direction down Water Street, encompassing the properties listed on the City of Gardiner Tax Map #34 Lots 119,117, 116,115, 114, 113, 112, 111, 110, 109, 108, 107, 106, 105, 104, 103, 102, 154, 153, 152, 151, 150, 149, and 148, ending at the Southeastern boundary line of the Gardiner Public Library, then from this point, across Water Street in a Northeasterly direction to the Southeastern boundary of 151 Water Street, thence from this point heading up Water Street in a Northwesterly direction encompassing the properties on the City of Gardiner Tax Map #34 Lots 141, 140, 139, and 138 and Map 37 Lots 167, 166, 165, 164, 163, 162, 161, 160, 134, 133, 132, 131, 130, 129, 128, 127, 126, 125A, 125, 124, 123, 122, 121, 120, 119, 118, 117, 116, 115, 114, 113, 112, 111, 110, 109, and 108 ending at the Northwest boundary line of the Manson & Church Building, Map 37 Lot 108. Beginning at the Northeast boundary of the Manson & Church Building, heading in a Northeast direction on Bridge Street to the Northwest boundary line of the A-1 Diner, listed on the City of Gardiner Tax Map 34 Lot 107.

F. Certificate

1. A Certificate of Appropriateness shall be required from the Historic Preservation Commission, except as provided below, for the construction, alteration, demolition or relocation of any exterior architectural feature for a building, sign, site, monument or structure which is designated a historic property or landmark or is within a historic district, as defined.
 - a. The Code Enforcement Officer may grant a Certificate of Appropriateness for projecting, parallel and window or interior signs, as defined in Section 10 of this Ordinance, subject to the following;
 - 1) The proposed sign is in compliance with Section 3 of this Ordinance.
 - 2) Signs on the front and rear of a building or structure only.
 - 3) The proposed sign is made only of wood and is painted.
 - 4) The proposed sign does not alter or obscure an architectural feature, component or detail of a structure or building.
 - 5) Projecting signs shall be mounted on black iron mounts using black iron fastener.
 - 6) Parallel signs shall be mounted with black iron fastener only.
 - 7) Mounting shall be into mortar or other appropriate materials and shall not damage the surrounding brick, granite or other building components.
 - 8) Window and Interior signs shall not result in a permanent alteration of any glass surface.
 - a) Certificates of Appropriateness granted by the Code Enforcement Officer may be reviewed by the Historic Preservation Commission.
2. The ordinary maintenance or repair of any exterior architectural feature which does not involve a change in the appearance, material or design shall not require a Certificate of Appropriateness.
3. The Commission may require additional information from the applicant in order to ensure that the intent of this Ordinance is met.
4. Specifically excluded shall be the color of any substantially non-permanent exterior finish such as paint, which is applied to some underlying, substantially permanent material.

G. Application Procedure

1. A person informed by the Code Enforcement Officer that he requires a Certificate of Appropriateness shall file an application for a certificate with the Commission on forms provided for the purpose. If the person is informed that a Variance and/or site plan review approval is also necessary, he shall first apply for the Variance and/or site plan review approval as required.
 - a. The applicant shall submit 8 copies of the application for Certificate of Appropriateness to the Commission a minimum of 7 days prior to the scheduled Commission meeting.
 - b. The proposal for a Certificate of Appropriateness shall consist of an application with the submission requirements listed herein.
 - 1) The applicant's name and address;
 - 2) The name and address of the applicant's agent;
 - 3) Location of the property;
 - 4) Verification of right, title or interest in the property;
 - 5) The name and address of the property owner;
 - 6) Description of any federal, state or local permits or approvals required by the project;
 - 7) Photographs of the building, structure and/or property showing all exterior areas to be affected by the proposal;
 - 8) Material list for all elements of the proposal, including landscaping component;
 - 9) Site plan of the proposed project showing the following:
 - a) Structures existing and proposed;
 - b) Lines and dimensions of the property;
 - c) Streets and ways-existing and proposed;
 - d) Landscaping, existing and proposed.
 - e) Scale drawing of the proposed activity, if requested by the Commission.
 - c. Exterior architectural feature shall mean that portion of the exterior of a building which is visible from a public street, place or way or would be visible but for the interpositioning of flora and/or other buildings, including (without limitation):
 - 1) the architectural style and general arrangement and setting thereof;
 - 2) the kind, finish and/or texture of exterior building materials, whether installed originally or as a replacement or as a change in or substitution for existing materials (as by replacing a clear finish with a colored finish, or replacing a stained or natural finish with paint or replacing wood with brick or sandblasting or otherwise refacing an existing material;

- 3) the visible inherent and substantially permanent color of materials used (e.g. brick, mortar, roofing, flashing, etc.);
 - 4) other type and style windows, doors, lights, signs and other pertinent exterior fixtures.
2. Following the filing of an application, the Commission shall hold a public meeting on the application within 40 days.
3. At any meeting, an applicant may be represented by an agent or an attorney. During the public meeting and review of an application for a Certificate of Appropriateness the applicant or his/her designated agent must be present. Meetings and reviews of applications may be continued to other times.
4. The Code Enforcement Officer or his designated assistant shall attend all meetings and may present to the Commission all plans, photographs or other material he/she deems appropriate for understanding of the application.
5. Within 20 days of the public meeting, the Commission shall reach a decision on the application for a Certificate of Appropriateness. The Commission shall vote to deny, approve, or approve with conditions and shall inform the applicant in writing.
6. Upon notification of the decision of the Commission, the Code Enforcement Officer, as instructed, shall forthwith issue, issue with conditions prescribed by the Commission or deny a building permit.

H. Standards of Evaluation

1. The commission shall review an application for a Certificate of Appropriateness and shall use the U.S. Department of the Interior's Standards for the Treatment of Historic Properties, dated 1995, or it's most recent revision upon which to base it's decision.
2. Materials of a different composition which match the original material's visual quality in design, color, and texture may be used to replace missing and/or deteriorated architectural features.