

Mashpee Historic District Commission

Application for a CERTIFICATE OF NON-APPLICABILITY

Application is hereby made for the issuance of a Certificate of Non-Applicability under M.G.L. Chapter 40C, The Historic Districts Act, for proposed work as described below and on plans, drawings, or photographs accompanying this application.

PLEASE TYPE OR PRINT LEGIBLY

ADDRESS OF PROPOSED WORK _____

ASSESSORS MAP NO. _____ ASSESSORS LOT NO. _____

OWNER _____ TEL. NO. _____

HOME ADDRESS _____

AGENT OR CONTRACTOR _____ TEL. NO. _____

ADDRESS _____

This application is for exemption of proposed exterior construction or other work on the grounds that (check applicable box):

- (1) It will not be visible from any public street, public way, public park or public body of water.
- (2) It is a temporary structure or sign, (subject, however, to such conditions as to duration or use, location, lighting, removal and similar matters as the Commission may reasonably specify).
- (3) It involves only reconstruction, substantially similar in exterior design, of a building, structure, or exterior architectural features damaged or destroyed by fire, storm or other disaster, (provided such reconstruction is begun within one year thereafter and carried forward with due diligence).
- (4) It involves only ordinary maintenance, repair or replacement of any exterior architectural feature which is damaged or worn provided the work does not involve a change in design, material, color (non-residential structures only), or outward appearance of the structure.
- (5) It is within a category declared entitled to exemption by Mashpee Historic District Commission.

PROPOSED WORK: On a separate sheet or sheets, provide a description of the proposed work, including a site plan showing location on lot and all other applicable Required Application Materials (see page 2). The Commission may waive certain application materials as appropriate, but a Certificate may be disapproved if sufficient description of proposed work is not included with this application.

Signed _____ Owner Contractor Agent DATE: _____

(Must be signed by Owner, or by Agent / Contractor with written authorization by Owner)

Application Received by Town Clerk: Date _____ Time _____ By _____

Application Received by H.D.C.: Date _____ Time _____ By _____

The Certificate is hereby **Approved** **Disapproved** **Approved with conditions (see attached)**

(Signature of Commissioner) _____ Date _____

(Signature of Commissioner) _____ Date _____

Decision Received by Town Clerk's Office: Date _____ Time _____ By _____

REQUIRED APPLICATION MATERIALS

CERTIFICATE OF NON-APPLICABILITY

PLEASE SUBMIT THREE (3) COPIES OF THE FOLLOWING APPLICATION INFORMATION AND MATERIALS TO THE HISTORIC DISTRICT COMMISSION C/O THE MASPEE TOWN CLERK

- a. The completed application form signed by the owner or authorized agent/contractor, including the Architectural Specification Sheet. (If agent or contractor, attach a letter signed by owner authorizing agent/contractor to represent the owner with regard to this application and bind the owner with regard to any representations made about the proposed work and any approval conditions imposed by the Commission.)
- b. Scaled site plans, at a scale of 1 inch = 40 feet, on 24"x36" sheets, showing the location of any existing and proposed structures, signs and site features, including any transformers, heat pump and condenser locations, electrical entries and meters, lamp posts, stove pipes, etc.
- c. Architectural plans and other drawings sufficient to describe in detail the work proposed (for signs 1 inch = 1 foot, for construction or alteration ¼ inch = 1 foot for architectural plans and elevations). Plans should be on 24" x 36" sheets. Sign drawings may be on 24" x 36" or 11" x 17" sheets. Architectural plans should include building details/profiles (i.e. moldings, fence caps, cornices, vents, etc.) and all dimensions (i.e. size of trim).
- d. Paint color samples for non-residential projects.
- e. Material samples or manufacturer's literature for siding, roof, awnings, light fixtures, brick and mortar samples, etc.
- f. Photographs of the building or site as it currently exists. (Historic photos may also be helpful.)
- g. In the case of demolition or removal, a written statement by a qualified expert regarding the condition of the structure proposed to be demolished in its current state and the reasons that demolition is justified.
- h. In the case of demolition or removal, a statement and plans of the proposed condition and appearance of the property thereafter.
- i. Any other materials which may illustrate the proposed work or assist in the Commission's review.

****NO FEE IS REQUIRED FOR A CERTIFICATE OF NON-APPLICABILITY****

****AN APPLICATION MAY BE DISAPPROVED IF ANY OF THE ABOVE INFORMATION IS NOT PROVIDED WITH THE APPLICATION.****

IF YOU HAVE ANY QUESTIONS REGARDING APPLICATIONS, PLEASE CALL THE MASHPEE PLANNING DEPARTMENT AT (508)539-1400 X8521 BETWEEN 8:30 A.M. AND 4:30 PM