

MVC Policy for DRI Review HISTORIC PRESERVATION POLICY



Approved by Commission vote May 12, 2022

[This policy replaces and supersedes a previous policy entitled 'Demolitions']

This policy establishes guidelines and a procedure that will be used by the Commission to evaluate proposed demolitions or alterations of historic structures and other structures of cultural significance that are either mandatory Development of Regional Impact (DRI) alteration/demolition referrals or those referrals requiring concurrence.

1. Introduction

Background and Purview

Martha's Vineyard benefits from some of the oldest, most diverse, and most well-preserved architecture in the country. Architectural styles, in some cases spanning more than 300 years, largely define the character of each Island town, from the solitary Greek Revivals and farmhouses up-Island, to the Federal whaling captains' homes and early neighborhoods of Edgartown and Tisbury, to the eclectic cottages and Campground-inspired buildings of Oak Bluffs. The preservation of historic structures on the Vineyard promotes cultural awareness while preserving the Island's unique historical and aesthetic character, with wide-ranging benefits for visitors and residents.

Unlike many parts of the country with well-known historic areas, most historic buildings on the Vineyard are still completely functional, either seasonally or year-round, and are integral to their neighborhoods. Historic buildings on the Vineyard were often constructed with high-quality methods and materials, as evidenced in part by their continued use over the decades, and new construction often echoes the earlier styles that are essential to the Island character.

Chapter 831, the Martha's Vineyard Commission Act of 1977 as Amended (the "Act"), seeks to preserve the Island's unique historical and cultural values that may be threatened and irreversibly damaged by inappropriate development. As well, the 2009 MVC Island Plan notes that the character of the Island is threatened as development pressures increase. In recent years, the pace of historic demolitions in particular has highlighted the need for clear and effective guidelines that aim to preserve existing historic structures wherever possible.

About 930 historic buildings on the Island (40%) are within one of the six designated historic districts, in Edgartown, Oak Bluffs (3), Tisbury, and West Tisbury, where demolitions and other proposals are subject to detailed historical review by local agencies.^{1,2,3} However, the majority of historic buildings on the Island (about 1,460, or 60%) are outside the districts, with limited protection in regard to demolitions and alterations. Those buildings are subject to Commission review as Developments of Regional Impact (DRIs), or as possible DRIs, depending on the type of development proposed (see Sections 4 and 5 below). Demolitions and alterations as covered under the DRI Checklist (see Section 2) are reviewed to determine the historic significance of the building(s) and/or whether to allow demolition – and if so, what conditions should be applied.

General Policy

It is the Commission's policy that historic buildings on Martha's Vineyard should be preserved to the greatest extent possible, and that demolition should be considered only as an extreme last resort. In

¹ In addition, the West Chop Club Historic District, Aquinnah Town Center Historic District, and Wesleyan Grove (Methodist Campground) are listed on the National Register of Historic Places, and Wesleyan Grove is also a National Historic Landmark. However, those areas are not subject to the same oversight as the Island districts.

² Section 4.1 of the [Island Plan](#) further defines Historic Areas, with concentrations of buildings more than 100 years old; and Traditional Neighborhoods, with concentrations of buildings between 75 and 100 years old, regardless of whether they are included in an official historic district.

³ The [MVC Historic Inventory Dashboard](#), released in 2022, is searchable by property, with related data from the town assessor, MassHistoric/MACRIS inventories, and local reconnaissance surveys.

each case where demolition is proposed, the onus shall be on the applicant to demonstrate that there is no other feasible alternative, and that demolition is necessary.⁴

The Commission's primary concern in reviewing demolitions and alterations is the preservation of the building's original and/or historic portion,⁵ including but not limited to any portions that are visible to the public. The Commission will work with staff, the applicant, and (if needed) independent experts to evaluate various aspects of a proposal, which may involve evaluation of a building's interior. However, changes to the interior portion are not subject to MVC review.

Determining the historic significance of a building, and the degree to which a proposal preserves or detracts from the historic portion, is necessarily subjective. However, the Commission has identified specific factors that will be considered in each case, and if needed will work with independent experts to further evaluate specific aspects of a proposal. (See Sections 3-5 below.)

Importantly, the Island's historic inventory is constantly evolving as buildings change hands and are moved, renovated, or expanded over time. While many, if not most, historic buildings have undergone at least moderate changes since their original construction, the Commission does not view relocations, renovations, or additions as necessarily detracting from the historic significance of a building. (In some cases, additions, renovations, outbuildings, and other features may themselves be considered historic, based on their age, design, cultural associations, or other factors.) The Commission will consider the quality and style of such changes on a case-by-case basis, along with other factors, including those pertaining to the historic portion of the building.

Alternatives to Demolition

In general, the following alternatives to demolition, in order, should be considered:⁶

Preservation: The maintenance and repair of existing historic structures, and retention of a structure's form as it has evolved over time.

Rehabilitation: Alterations to a structure (including additions as necessary) to meet continuing or changing uses, while retaining the structure's historic character.

Restoration: Development which restores a structure (architectural features, scale, etc.) to a specific period or periods in its past.

Relocation: Moving a structure on its existing lot or to some other lot where it will be preserved, rehabilitated, or restored.

Reconstruction: The re-creation of former or existing portions of a structure.

⁴ It should be noted that while the cost of alternatives may influence a proposal, cost itself is not a factor in the Commission's review or decision.

⁵ The historic portion of a building is the oldest or original portion, with the possible inclusion of additions, as determined by MVC staff and/or experts as outlined in Section 3.

⁶ Definitions here (except for "Relocation") are adapted from the [US Department of the Interior Technical Preservation Services](#). It should be noted that these alternatives are preferable from an environmental standpoint as well, since they reduce or eliminate the waste, energy footprint, and other environmental impacts associated with demolition and new construction.

Except in cases where a structure is in extreme disrepair, or where safety is an obvious concern, DRI applicants are expected to have investigated the above alternatives prior to submitting an application. In most cases, preservation, rehabilitation, and/or restoration projects that faithfully preserve the historical record are preferred to reconstruction where little or none of the original building is retained. It should be noted that depending on the scale and scope of the proposal, any of the above alternatives may itself be considered a partial or complete demolition, and as such would be subject to MVC review. The MVC also acknowledges that there may be overlap among the various development types, and a combination of alternatives, including additions, may be appropriate in some cases.

In each case, the proposed structure should be in keeping with the scale and style of the existing structure (including existing additions, if applicable), and new additions should be subordinate to the historical portion of the building. Applicants must specify what features of the existing structure will be preserved, including photographs, measurements, and architectural drawings, along with other required materials as outlined in Sections 4 and 5 below. (See also Appendix 1.)

2. Relationship to DRI Checklist

Demolitions are provided for in Section 8.1 of the Martha's Vineyard Commission DRI Checklist:

8.1-A Demolition or Relocation of Historic Structures

Any Demolition or relocation of a structure that either:

- a) *has been identified as having historic significance by a local historic commission or architectural commission, by a general plan of the Town, by the Massachusetts Historical Commission, or is listed with the National or Massachusetts Registers of Historic Places⁷ – Mandatory referral and MVC review*
- b) *is more than 100 years old – Mandatory referral requiring MVC concurrence*

8.1-B Alteration of Historic Structures

Any proposed exterior alteration of a structure that meets either of the criteria set out in section 8.1-A where the alteration comprises at least 25% of the historic portion of the façade. Façade means any exterior surface of the structure including roofs. The 25% would be cumulative, including any permits for alterations issued in the preceding 5 years. – Mandatory referral requiring MVC concurrence

Exempted from section 8.1 are structures located within:

- *established historic districts and which are already protected by local historical or architectural review that has the legal authority to condition and permanently deny an application; or*
- *the Martha's Vineyard Camp Meeting Association's Wesleyan Grove National Historic Landmark District.*

The DRI Checklist defines "Demolition" as "any act of pulling down, destroying, removing, or razing any building or a portion thereof, with or without the intent to replace the structure so affected."

⁷ This includes properties listed in the [Massachusetts Cultural Resource Information System](#) (MACRIS), which is maintained by the Massachusetts Historical Commission.

It should be noted that any proposed demolition, regardless of the age of the structure, may be referred as a discretionary referral. The metrics and procedure outlined in this memo apply as well to discretionary referrals.

3. Expert Guidance

Staff may seek advice from independent experts regarding any aspect of a proposal including at the concurrence stage. If staff or commissioners determine that such guidance is needed, staff will consult with the appropriate expert or experts, who will then provide recommendations to the LUPC and/or MVC. Staff will maintain a list of experts in various fields who are available to provide such guidance as needed.

Experts may be called upon to provide advice on relevant concerns including the following:

- The physical condition of a structure, and the need to demolish due to structural deficiency or other factors.
- The historic portion of a structure, and its vintage.
- A structure's predominant architectural styles and significant features.
- Previous additions and the extent to which they are faithful to the original style.
- The relationship of a historic structure to its streetscape/neighborhood.
- Replacement structures, including in regard to their historic appropriateness and neighborhood context.
- Other guidance as needed.

4. Concurrence Review

Authority for Review

Section 8.1 of the DRI Checklist provides that certain demolition referrals require concurrence by the Commission. Specifically, the proposed demolition of a structure that is more than 100 years old and is outside a locally designated historic district, or any alteration of a building that meets either criteria in Section 8.1-A (where the alteration amounts to at least 25% of the historic façade), requires Commission concurrence.⁸

Preliminary Assessment

For concurrence reviews, the Commission must make a determination as to whether the proposed alteration/demolition will have a regional impact and therefore merit a public hearing and deliberation/decision by the Commission. For example, the Commission could determine after further investigation that a structure is less than 100 years old, that it has minimal historic or cultural value, or that it has been so significantly altered as to have lost its original significance, in which case the Commission may consider *not* concurring with the referral.

Unlike other concurrence reviews where regional impact is assessed but the substantive particulars of the project for the most part are not, a concurrence review for a proposed demolition must, of necessity, have regard to the particulars of the structure proposed for demolition. The initial concurrence review will be limited to the significance of the existing structure on its own, in relation to

⁸ Note that any proposed demolition, regardless of the age of the structure or its location, can be referred as a discretionary DRI referral. Such referrals would be treated as normal referrals with MVC concurrence.

its surroundings, and with respect to its cultural context, including any documented association with historically significant people or events. The review will be sufficiently substantive to enable the Commission to make a determination as to whether the structure merits a fuller review but also brief enough so that proposals (particularly those which are deemed not to have a regional impact) can be dealt with quickly and without great expense. In general, alterations under Checklist item 8.1B are preferred to full or partial demolitions and can be dealt with more easily. However, the concurrence decision will be made based on the particulars of each proposal.

The applicant must provide, at minimum, the following information in order for the application to be considered complete:

- Date of original structure, with any supporting documentation, if available.
- History of any renovations, additions, relocations, or other significant work on the building since its original construction. This should include building permits and/or dates when the work was done, if available.
- A current site plan showing where the structure sits on the lot.
- Current floorplans and elevations delineating the original portion of the structure. Photographs or drawings showing the original building or its development over time, if available, including both the exterior and interior as appropriate.
- Delineation and description of features that are unique to the structure, representative of the architectural style of the building, or that may be considered historically significant.
- Description of any historically significant events or people associated with the building, with any supporting documentation, if available.
- Narrative statement from the applicant explaining why demolition is necessary, including a description of any alternatives that were pursued, with accompanying documentation.
- If the house is vacant at the time of referral, documentation as to efforts taken by the current owner to secure the house from deterioration.
- Information as to whether the structure is within a historic district and/or will be subject to review by a town agency that has the authority to prohibit or otherwise limit the demolition.

Any information submitted by the applicant may be supplemented or clarified with information provided by staff or experts (as noted in Section 3 above). For each concurrence review, staff will also prepare a preliminary assessment using the table below and based on the following criteria:⁹

Age – When was the structure originally built? (4-point scale)

- 100 to 124 years ago: 1 point
- 125 to 149 years ago: 2 points
- 150 to 199 years ago: 3 points
- More than 200 years ago: 4 points

History/Culture – Is the structure associated with a historically significant individual, group, organization, event, activity, etc., or with a notable architect? (4-point scale depending on significance of structure, with 0 for least significant and 3 for most significant.)

⁹ These criteria also apply to Mandatory DRI reviews (see Section 5).

Design/Construction – Is the structure architecturally unique (e.g. distinctive physical and/or spatial architectural elements, unusual or uncommon design, craftsmanship)? Does it have a characteristic style, design, or construction? (4-point scale depending on uniqueness, exemplary nature and/or architectural importance, with 0 for least significant and 3 for most significant.)

Historic Portion of Existing Structure – Is the historic portion of the structure distinct and apparent in the appearance of the building? In addition, what elements of the historic portion are significant and why, and how material are they in the context of the entire structure? (4-point scale with 0 indicating no noticeable historic portion and 3 indicating an easily seen and prominent historic portion of the building.)

Previous Alterations – Have additions, renovations, and other changes to the building over time been in keeping with the original design/character and/or the character of the neighborhood? (4-point scale, where 0 indicates no relationship, and 3 indicates higher fidelity; a building with no previous alterations would get 3 points.)

Contribution to Streetscape/Community – Is the structure in a location where it contributes to a historical streetscape, scenic way, or other significant or MVC-defined Historic or Traditional Area, including its architectural and visual relationship to other structures in the area? Does the structure benefit the public at large in terms of its use (e.g. a municipal building or gathering place) or other features? (4-point scale from incidental (1) to integral (3).)

Informational Screening for Regional Impact of Proposed Alteration/Demolition Concurrence Review			
Factor - Significance	Staff Rating	Commissioner Rating	Comments/Data in Support
Age (1-4 points)			
Historical/Cultural (0-3 points)			
Design/Construction (0-3 points)			
Historic Portion (0-3 points)			
Previous Alterations (0-3 points)			
Contribution to Streetscape/Community (0-3 points)			
TOTAL (maximum = 19)			

Using the above scoring system, a structure proposed for alteration/demolition (considering the structure as a whole, including all of its characteristics) would be preliminarily assessed as follows:

- 0-5 points: Minimal significance, such that further review is generally not warranted and the Commission will ordinarily not concur with the referral.
- 6-9 points: Limited significance, such that the Commission may concur or not concur with the referral.
- 10-19 points: Significant, such that the Commission will ordinarily concur with the referral.

Note: These scores are indicative of regional impact and are relative. The Commission will use this scale as a tool to assist it in making its assessment of the regional impact of the application. Final decision by Commissioners may be based on other considerations, such as the condition of the structure. It should also be noted that for buildings with especially high significance in regard to any of the above criteria, the Commission may opt to bypass the scoring system and concur with the referral.

The LUPC will review the preliminary staff assessment, any associated materials, and any additional materials or information provided by the applicant or others. The LUPC may then make a recommendation to the full Commission as to whether to concur with the referral. The Commission's decision on concurrence should be made within 30 days of receipt of application and all requested relevant information (although meeting this suggested timeframe is subject to the scheduling of other Commission matters). If the Commission concurs with the referral, the proposed demolition will be reviewed in accordance with the same procedure that applies to mandatory DRI reviews.

5. Mandatory DRI Review

Authority for Review

Section 8.1-A of the DRI Checklist provides for the mandatory review of a proposed demolition of a structure that has been designated as historic and is outside a locally designated historic district. This designation includes structures identified as having historic significance by a local historic commission or architectural commission, by a general plan of the town, by the Massachusetts Historical Commission, or that are listed by the National or Massachusetts Registers of Historic Places. In towns that have adopted a Demolition Delay Bylaw (currently Chilmark, Edgartown, and Oak Bluffs), it includes structures identified as "Preferably Preserved" by the town's historical commission under the provisions of the bylaw.

Contents of DRI Application

In addition to the list of required application materials in Section 4 above, the applicant must provide the following information in order for the application to be considered complete (all plans must be stamped by a registered design professional and drawn to scale):

- Site plan showing the existing location of the structure proposed to be demolished in relationship to other structures on the property and to the property lines.
- Site plan describing the proposed use and appearance of the site.
- Photographs showing the complete façades and close-up architectural details of the existing structure, and the structure's relationship to adjacent and surrounding structures.

- Report by a registered structural engineer describing the structure’s current condition. This should include photographs detailing the condition of the structure both inside and out, and recommendations as to the feasibility of alternatives to demolition.
- A Massachusetts Historical Commission Form B Inventory Form prepared by a professional architectural historian selected by the MVC who meets the Secretary of Interior Standards for Architectural Services. These forms already exist for many Island structures, inventoried from 1998 to 2000.
- If the structure constitutes a hazard to public safety, a written report to that effect from the local Building Inspector.
- In cases where the project involves restoration, rehabilitation, or reconstruction, detailed information regarding which portions of the structure are affected, construction drawings of the existing and proposed structures, and other information as requested by staff. (See Appendix 1.)

The applicant may engage outside consultants to present information pertaining to the structure’s historic or cultural significance or to other matters relevant to the Commission’s decision. Staff or commissioners may also require peer review of any items related to a proposal that is reviewed as a full DRI, including any replacement program or alternative solutions proposed by the applicant (see page 11), in which case MVC staff may select an independent third party to conduct the review at the applicant’s expense. The regular MVC review process will then pause until the peer review is complete.

Issues to Be Taken into Consideration¹⁰

The determination of historical significance regarding any proposed alteration/demolition will be based on the considerations outlined in Section 4 above, as well as the following:

Historic Designation: Is the structure individually listed on the National Register of Historic Places or MACRIS? Is it located in a district listed on the National Register? Is the structure listed in the town master plan, a town list of historic structures, or any other listing or designation? Was the structure identified as Preferably Preserved by the town historical commission, triggering the town’s Demolition Delay Bylaw?

Visibility: How visible is the structure to the public, including from the coast or water? (While prominent visibility increases importance, it should be noted that less visibility does not necessarily imply less importance.)

Condition: Does the structure have such serious structural or other problems that it could not reasonably be preserved, restored, or rehabilitated? What alterations would be needed for the structure to be occupied or used in a useful way?

Once the application is complete, staff and/or an independent expert as outlined above will complete a brief written evaluation of each factor pertaining to the historical significance of the structure, accompanied by the chart below. This may include other factors not listed here, such as input from town historical commissions or other agencies. Materials submitted by the applicant and gathered by staff will be provided to the LUPC, which will make its own assessment based on all of the information provided. It will then make a recommendation to the full Commission as to whether the proposed DRI should be approved, approved with conditions, or denied.

¹⁰ Note that many of these considerations are similar or identical to those relevant to a concurrence decision as outlined in Section 4. It is anticipated that those factors and the additional factors listed below will be considered in greater depth in the context of a hearing on the merits.

Informational Screening for DRI Review of Proposed Alteration/Demolition				
Historic/Cultural Significance				
Age:	Built before 1800	Built between 1800 and 1865	Built between 1865 and 100 years ago	Built less than 100 years ago.
	3	2	1	0
History/Culture: Associated with individuals, organizations, events, activities, patterns, or developments				
	3	2	1	0
Design/Construction: Distinctive physical and spatial characteristics, style, construction				
	3	2	1	0
Historic Portion: Distinctness and visibility of the original or earliest part of the building				
	3	2	1	0
Previous Alterations: Style and integrity of previous additions and other changes (the absence of alterations, or additions with high fidelity to the historic portion would imply a score of 4)				
	3	2	1	0
Contribution to Streetscape/Community: Contribution to historic streetscape, grouping, or area; and/or to the public at large				
	3	2	1	0
Historical Designation: Federal, state, local				
	3	2	1	0
Visibility: To the public, including from the water (higher score indicates relatively greater visibility)				
	3	2	1	0
Condition: Estimated condition of the existing structure (higher score indicates better condition)				
	3	2	1	0
Total Historic Significance:				

Note: The maximum score a structure may receive is 27. Using the above scoring system, a structure proposed for demolition (considering the structure as a whole, including all of its characteristics) may be assessed as follows:

- 0-7 points: Limited/minor significance.
- 8-13 points: Moderate significance.
- 14-27 points: Meaningful significance.

A higher ranking indicates that the property has meaningful historic significance. A lower score indicates that although there is value in the property, the decision to approve is not so clear-cut. These rankings indicate a continuum of importance and are offered as an informational resource to be used by the Commission, not as an objective standard. Note that certain factors might be judged to carry more weight depending on the circumstances. For example, a building with especially high value in terms of cultural associations but few other categories might still be deemed worthy of preservation.

In addition to the above criteria, the Commission’s decision whether to approve, not approve, or approve with conditions a proposed alteration/demolition will include the following, which will be evaluated using the General Policy stated in Section 1:

Alternative Solutions: What alternatives to demolition have been pursued? (Alternatives may include those listed in [Section 1](#) and [Appendix 1](#), as well as adaptive re-use, relocation, sale of the property, or leaving the structure in its current state.) What evidence has been presented to indicate that there are no feasible alternatives to demolition?

Replacement Program: If demolition is proposed, does the replacement program reflect and respect the history of the existing structure and its surroundings? Does it harmonize with the defining characteristics of the neighborhood in terms of massing and architectural style, and would it have any other impacts greater than those of the existing structure? Are there plans to reuse existing materials on- or off-site? Is there a proposal to commemorate any historic significance?

In general, a higher score or evaluation as outlined on pages 9 and 10 would require an alternative solution or replacement program with greater faithfulness to the original historic structure. The Commission would then consider such alternative or replacement program in its evaluation of the project as a whole.

6. Review of a Structure after a Decision on a Proposed Alteration/Demolition

There are a number of possible scenarios that the Commission might encounter following a decision on a proposed alteration/demolition.

1. If a concurrence or discretionary referral is not accepted, the property would not be considered a DRI, including with respect to any proposed future alteration/demolition.
2. If a proposed demolition is reviewed as a DRI and the Commission approves the demolition subject to a replacement program (i.e. an approval with conditions), the Commission will have continuing jurisdiction over the replacement structure and a building permit application for any further work would require re-referral to the Commission for a modification. In nearly every case, projects approved with conditions will be required to submit detailed documentation of the existing structure, including photographs and measurements, to the MVC, which will provide copies to the Martha's Vineyard Museum.
3. If a proposed alteration/demolition is reviewed as a DRI and the Commission does not approve the alteration/demolition *and* specifies restrictions on future modifications (i.e. a denial with conditions), the Commission will have continuing jurisdiction over modifications so restricted and a building permit application for any such modification would require re-referral to the Commission. The conditions may, however, allow the owner to make specified changes to the property without coming back to the Commission. This would be similar to a subdivision approval where the entire property remains a DRI, but the builder of each house is not expected to come back to the Commission for approval of each building or modification.

Appendix 1: Alternatives to Demolition

The following definitions and standards are adapted from the US Secretary of the Interior's Technical Preservation Services and will be applied as appropriate to demolition proposals that are reviewed as DRIs. In many cases, projects that pursue alternatives to demolition will not require referral to the Commission. However, cases that involve partial demolition, or full/partial demolition with reconstruction, must be referred. A DRI proposal may involve multiple alternatives, along with new construction, in which case multiple standards will apply.

Preservation: The maintenance and repair of existing historic structures, and retention of a structure's form as it has evolved over time. (Note that preservation on its own, without any demolition, new construction, or significant alterations, does not require referral.)

Example: A summer home has been renovated and expanded several times since its construction in 1920. The house is in good condition, except for some water damage in the attic. The house is sold, and the new owners choose to preserve it for continued use as summer home. The damaged wood, along with some missing roof shingles, are replaced with like design and materials, while other features are repaired as needed. Further deterioration is prevented, and the house retains the same character and appearance. The project does not require referral to the Commission.

Standards for Preservation:

1. The structure will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Portions where treatment is not proposed, or where historical uses are unknown, will be protected and, if necessary, stabilized until additional work may be undertaken.
2. The historic character of a structure will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property, will be avoided.
3. The structure will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
4. Changes to a structure, including additions, that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a structure will be preserved.
6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

Rehabilitation: Alterations to a structure (including additions as necessary) to meet continuing or changing uses, while retaining the structure's historic character. (Note that alterations amounting to more than 25% of any façade of a historic building must be referred to the Commission.)

Example: A prominent Greek Revival house built in 1850 has fallen into disrepair, with some rotten sills and trim. The new owner plans to build an addition for a first-floor master bedroom, which requires altering more than 25% of the façade. The project is referred to the Commission and the Commission accepts it as a DRI. As part of the project, a program is developed to preserve the existing structure, with new sills and trim to match the existing. The structure retains the same use and overall appearance (apart from the addition), while deterioration has been arrested and specific features repaired or replaced where needed. The addition is designed to echo the previous addition, with similar proportions, features, and materials.

Standards for Rehabilitation:

1. The structure will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a structure will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each structure will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a structure, including additions, that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property, and will be subordinate to the historic structure. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale, proportion, and massing to protect the integrity of the structure and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic structure and its environment would be unimpaired.

Restoration: Development which restores a structure (architectural features, scale, etc.) to a specific period or periods in its past.

Example: A historic farmhouse has undergone significant changes since its construction in the late 1700s, including the addition of diamond-paned windows and woodwork during the Victorian era. Rather than demolishing the building, the owner plans to build a one-story addition, which would require demolishing a previous addition from 1920. The property is listed in MACRIS, so the project is referred to the Commission with mandatory review. Along with the addition, the owner plans to restore the main structure to its state in 1842, as documented in family photographs, town records, and newspaper articles. A restoration plan is developed, with existing Victorian features repaired wherever possible and replaced only as needed and with like design and materials. A garage from 1920 is also removed and repurposed off-site. The new addition is designed to echo the Victorian style, with similar proportions, features, and materials.

Standards for Restoration:

1. A structure will be used as it was historically or be given a new use that interprets the property and its restoration period.
2. Materials and features from the restoration period will be retained and preserved. The removal of materials or alteration of features, spaces, and spatial relationships that characterize the period will not be undertaken.
3. Each structure will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve materials and features from the restoration period will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
4. Materials, features, spaces, and finishes that characterize other historical periods will be documented prior to their alteration or removal.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the restoration period will be preserved.
6. Deteriorated features from the restoration period will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials.
7. Replacement of missing features from the restoration period will be substantiated by documentary and physical evidence. A false sense of history will not be created by adding conjectural features, features from other properties, or by combining features that never existed together historically.
8. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
9. Archeological resources affected by a project will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
10. Designs that were never executed historically will not be constructed.

Relocation: Moving a structure on its existing lot or to some other lot where it will be preserved, rehabilitated, or restored.

A property that includes an early Cape with water views is purchased, but the building only has two bedrooms and the new owners desire enough space for their family of three and seasonal guests. Rather than demolish the building and construct a larger house, the owners relocate the building onsite for use

as a guesthouse, and build a new three-bedroom house in its place, making use of the water views. The existing septic system is also replaced with a larger system.

Standards for Relocation:

In the case of relocation, the standards for preservation, rehabilitation, or restoration (depending on the proposal) shall apply.

Reconstruction: *The re-creation of former or existing portions of a structure.*

Example: A well-known public building surrounded by buildings of the same era has been vacant for years and has deteriorated to the point that the town building inspector has deemed it a public safety hazard. A structural engineer has also recommended that it cannot be saved, and a plan for demolition is referred to the Commission with mandatory review. As part of the proposal, the town plans to reconstruct the building in the same footprint, with local museum records and a report by an architectural historian serving as reference. Some of the existing windows, as well as artifacts from the building's prior uses, are retained and used in the reconstructed building. A plaque is installed to commemorate the original building and denote the reconstruction.

Standards for Reconstruction:

1. Reconstruction will be used to depict vanished or non-surviving portions of a structure when documentary and physical evidence is available to permit accurate reconstruction with minimal conjecture, and such reconstruction is essential to the public understanding of the structure.
2. Reconstruction of a structure in its historic location will be preceded by a thorough investigation to identify and evaluate those features that are essential to an accurate reconstruction. If such resources must be disturbed, mitigation measures will be undertaken.
3. Reconstruction will include measures to preserve any remaining historic materials, features, and spatial relationships.
4. Reconstruction will be based on the accurate duplication of historic features and elements substantiated by documentary or physical evidence rather than on conjectural designs or the availability of different features from other historic properties. A reconstructed building will re-create the appearance of the non-surviving historic property in materials, design, color, and texture.
5. A reconstruction will be clearly identified as a contemporary re-creation.
6. Designs that were never executed historically will not be constructed.