

Cape Cod Commission

Guidelines for Historic District Commissions

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“Design Review is Process, not Opinion”

The first two are questions of fact:

1. What is style/form/condition of the building?

- Style, form, setting (Survey, Site Visit, Books)
- Character-defining features
- Condition – original, altered, deteriorated

2. Which features are affected by the application?

- Site visit
- Review application materials – plans, photos, specs
- Ask questions

Then...

3. Are the proposed alterations/additions appropriate?

- Bylaw
- Precedent
- Guidelines

3. Are the proposed alterations/additions appropriate?

Consider the following:

Bylaw

The purpose of this bylaw is to **promote the cultural, economic, educational and general welfare** of the inhabitants of the Town of Provincetown through: 1.) the **preservation** and protection of the **distinctive characteristic** of buildings (and places) significant in the history and development of Provincetown; 2.) **maintaining and improving** the settings of these buildings and places; and 3.) **encourage design compatible** with buildings existing in the area, so as to continue to **maintain the historic village, fishing, artistic, cultural, commercial and residential character** and other qualities which distinguish the town as a desirable community for permanent and seasonal residents and visitors.

Precedent

“What’s good for the goose...”, avoid being “arbitrary and capricious”

Guidelines

Guidelines: the why and how

- Why
 - Guidance for Commissioners
 - Ensure predictability/consistency
 - Assist applicants/owners/contractors
 - Educate the public
- How (as matter of law)
 - Adopt after Public Hearing
- How (as matter of policy)
 - Secretary of Interior Standards for Rehabilitation
 - Existing conditions
 - Economics
 - Politics
 - Goals

Standard 2

“Keep important features and spaces”

The historic character of a property 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.



Standard 4

“Keep significant layers”

Changes to a property that have acquired historic significance in their own right will be retained and preserved.



Standard 6

“If you can’t preserve, replace-in-kind”

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.



Standard 9

“The new should be similar but different”

New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.



Exemptions

Storm Windows



Storm Doors



Shutters



Awnings



Dormers



Modern Equipment



Screening



Placement



Visibility

Solar Panels

Small



Large



New technology



More visible



Less visible



Ornamental Features

Later details



Know the Style



Small details matter



Paint



Roofs and Roofing



Restoration of original material or not



Asphalt colors

Siding



Siding can be major character-defining feature

Windows



Restoration or Replacement



Windows – Other Features



Industrial



Mid-20th



Lo-E



Storm shutters



Screens

Storefronts



Converted House



Built as Commercial



Multi-Use w/ Unified Storefronts



Multi-use w/ altered Storefronts



Multi-use w/ altered Storefronts



Former Industrial

Signage



Signboard, projecting sign, info signage in door window, and "OPEN" flag

Sign board, awning signage, info boards placed in windows next to door

Signboards (3). Awning signage, info signage in windows, menu box



Projecting sign, window sign on side (second) elevation



Freestanding sign, w/ info signage on it, and signboard



Signboard and directory

Additions



Queen Anne bay window on vernacular gable front house



Rear addition too big or “Big House, Little House, Back House, Barn”?



Peel back the later entrance addition



New Construction



Siting and scale



Design – elements, ornament, material



Large projects

Accessory Buildings



Original doors



Replacement door



Replacement doors



Boat houses (?)



Landscape features



Materials



Siting and condition



Siting and condition



Siting and scale

Public Improvements



Demolition



Other features

