

TOWN OF SCITUATE

Planning Board



600 Chief Justice Cushing Hwy.  
Scituate, Massachusetts 02066  
Telephone: (781) 545-8730  
Fax: (781) 545-8704

February 16, 2021

Ms. Kathleen A. Gardner  
Town Clerk  
Town of Scituate

**Re: Historic Preservation Policy**

Dear Ms. Gardner:

Please be advised that at the February 11, 2021 Planning Board meeting which was held with remote access due to COVID-19 safety measures, the following Motion was voted favorably with a unanimous vote. Ms. Burbine, Mr. Pritchard, Mr. Bornstein, Ms. Lambert and Ms. Lewis voted in favor of the Motion.

*Motion:* move to that the Planning Board adopt a standard policy for review of any project that proposes to provide “public benefit” through the preservation and/or restoration of a building or structure for Historic Preservation purposes:

- 1) Any project subject to a special permit or site plan review which is proposing to provide, as a public benefit from the project, the Historical Preservation of building(s) and/or structure(s) shall submit with their application the following: i) photographs of the existing condition of the historic buildings and/or structures they are proposing as a Historic Preservation public benefit; ii) a description of the existing structure and its historical significance; iii) any information on the Massachusetts Cultural Resource Information System (MA CRIS); iv) a narrative detailed description of the proposed work on the historic buildings and/or structures including all proposed interior and exterior work (collectively, the “Historical Preservation Public Benefit Submittal”).
- 2) The Planning Board will distribute a copy of the Historical Preservation Public Benefit Submittal to the Historical Commission for review and comment.
- 3) The Historical Commission shall endeavor to provide written feedback to the Planning Board on the Historical Preservation Public Benefit Submittal prior to the public meeting to discuss the submittal.

RECEIVED  
2021 FEB 16 PM 2:22  
TOWN OF SCITUATE  
TOWN CLERK

- 4) It is recommended a member of the Historical Commission shall attend a Planning Board meeting to help determine the "public benefit" of the proposed Historic Preservation Public Benefit Submittal. Should the Planning Board and Historic Commission agree that such "public benefit" is acceptable, the following steps would be required to finalize the specific public benefit or the Historical Public Benefit Submittal:
- a. The proposed buildings and/or structures shall be evaluated by a historic preservation consultant or historic architect as approved by the Historical Commission and Planning Board to determine and confirm the historical significance of a property (e.g. see the evaluation of the Wetherbee House, by Wendy Frontiero for 50 Country Way for an example of such an evaluation). The evaluation should consider whether the property conforms with the existing building code and/or zoning and the specific positive impacts the preservation of the building will have to benefit the public. This evaluation/review process will occur during the Planning Board public hearing/meeting process for a Historical Preservation public benefit. All such input and public comment shall be delivered and reviewed by the Planning Board prior to issuing any decision on the project. All costs for third party consultants shall be paid for by the Applicant.
  - b. If the Planning Board decides that there is significant public benefit to the proposed historic preservation of the buildings and/or structures, such building and /or structures would be treated as if they were listed on the National Register of Historic Places and will therefore need to conform to the latest version of the U. S. Secretary of the Interior's guidelines for preservation found at <https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf> (as may be amended from time to time).
  - c. As a condition of the Planning Board's approval of the proposed project with the approved public benefit, the Applicant shall provide any necessary extensions for the issuance of a building permit in order that a final review of the documents can occur by a historic preservation consultant or historic architect that is approved by the Planning Board in consultation with the Historical Commission. The Building Commissioner, Planning Board and Historical Commission shall be given this information. The Planning Board approval shall be conditioned with the requirement that the Building Commissioner must have approval of the Planning Board and Historical Commission prior to issuance of a building permit.
  - d. A final review of the historic preservation work by the Applicant by a historic preservation consultant or historic architect will determine if the standards and treatment guidelines were followed. This report must be reviewed and approved by the Historical Commission and Planning Board

prior to a Certificate of Occupancy being given for the historic public benefit structure. If conditions were not met, a meeting shall be held with the Planning Board, Historical Commission, the historical consultant, the Building Commissioner and the applicant to determine why and consequences. No Certificate of Occupancy shall be given until the public benefit has been met.

- e. The Planning Board will require a cash surety provided by the owner in an amount determined by the Board based on the proposed work and public benefit, in addition to other surety required for the project, to be held by the Town Treasurer until the Planning Board and Historical Commission agree the public benefit is completed in accordance with the Permit and a Certificate of Occupancy has been issued.

Very truly yours,

Ann Burbine  
Chairman

A handwritten signature in cursive script that reads "Ann Burbine (Smy)". The signature is written in dark ink and is positioned to the right of the typed name "Ann Burbine".

AB:kj

CC: Building Commissioner  
Doug Smith, Chair Historical Commission  
Anthony Bucchere, Chair Zoning Board of Appeals