

Application for Significant Structure Review

Topsfield Historic Commission

The purpose of Topsfield's Demolition Delay By-law is to preserve, protect, and document significant buildings and structures within the Town of Topsfield that are outside Local Historic Districts or that are on the Historic Buildings List. Such buildings and structures reflect distinctive features of the architectural, cultural, economic, agricultural landscape or social history of the Town, and their preservation promotes the public welfare by making the Town a more attractive and desirable place to live and work.

The intent of the By-law is not to permanently prevent demolition, but rather, to provide an opportunity to develop preservation solutions for properties threatened with demolition through a six-month delay in issuing a demolition permit. The Commission wishes to encourage and assist owners and townspeople to seek out persons who might be willing to purchase, preserve, rehabilitate, restore or relocate such structures rather than demolish them, thus limiting the detrimental effect of demolition on the historical architectural resources of the Town. In addition, this delay will give the Topsfield Historical Commission ("the Commission") an opportunity to document historic or important architectural resources before they are lost from Topsfield's cultural landscape.

To achieve these purposes, the Commission is empowered to advise the Building Inspector with respect to the issuance of permits for demolition of significant structures, and, where appropriate and consistent with the intent and purpose of this By-law, to allow demolition under conditions designed to minimize the loss of distinctive features of significant structures.

Please Present the Following for Review of Demolition Request:

 Maps:

A map showing the location of the building or structure to be demolished with reference to lot lines and to neighboring buildings or structures. Maps are available for copying in the Tax Assessors office, real estate maps are acceptable.

 Photographs:

Complete current photographic documentation of the structure (interior and exterior) including context photo. 35mm or black & white prints (3x5-inches or larger) are requested. Label each photograph with address and date.

 Description of Building(s) to demolished:

A written description of the building or structure, or part thereof, to be demolished, including historic and architectural background and significance (year built, architectural style, architect, builder, ownership history).

 Engineer's or Builder's Statement:

Statement of the reason for the proposed demolition and data supporting said reason. Document condition of the building, economic impacts of demolition vs. rehabilitation; certification from the Building Inspector if demolition is required for public safety.

 Plan for proposed restoration or replacement:

Include copies of plans from architect.

 Site Visit

The Historic Commission or its designee requests a site visit. Please attach the completed form.

 List of Abutters – 100 Feet

