

TOWN OF EAST HADDAM  
CONNECTICUT



GUIDELINES FOR CONSTRUCTION AND  
ALTERATIONS IN THE  
HISTORIC DISTRICTS OF EAST HADDAM  
CONNECTICUT  
FOR THE PRESERVATION & PROTECTION  
OF THESE HISTORIC DISTRICTS

*"An historic district is an area, or a cluster of related buildings, or objects and structures, in a compatible setting which, taken as a whole, visually express styles and modes of living representative of various periods in American history".*

*(Adopted by Connecticut Historical Commission, 1975)*

GUIDELINES FOR PRESERVATION AND PROTECTION  
OF HISTORIC DISTRICTS  
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TOWN OF EAST HADDAM

HISTORIC DISTRICT COMMISSION  
GUIDELINES FOR PRESERVATION AND PROTECTION  
OF HISTORIC DISTRICTS

I. INTRODUCTION

The Historic Districts for the Town of East Haddam were established to "preserve and protect the many architectural phases of a Connecticut River community in continual growth from the year 1685". The concept of "continual growth" anticipates the needs of property owners within the District to expand, reduce, or otherwise modify their property to accommodate the continually changing functional requirements which come with the passage of time.

Because the Historic District Commission (HDC) has the responsibility to "preserve and protect the architectural phases" of East Haddam, it has been given the power to rule on the "appropriateness" of all modifications which would change the appearance of any District properties when viewed from the street line.

The purpose of the following guidelines, then, is to give the HDC a set of standards which will aid it in judging the appropriateness of proposed modifications, and to provide a basis for consistency in these decisions over time. They do not establish inflexible rules, but they do offer advice for a consistent and reasonable approach to property improvements, and they will give some degree of predictability to the decisions on appropriateness by the Commission.

The following definitions (from "Guidelines for Rehabilitating Old Buildings", U.S. Department of Housing and Urban Development, and U.S. Department of the Interior) should clarify some of the terms relating to the guidelines.

- Preservation is the process of sustaining the essential form and extent of a structure as it now exists. Preservation aims at halting further deterioration and providing structural stability but does not contemplate significant rebuilding.
- Restoration is the process of accurately recovering the form and details of a property as it appeared at a particular period of time by removing later work and by replacing missing original work.
- Reconstruction is the process of reproducing by new construction the exact form and detail of a vanished structure, or part thereof, as it appeared at a specific period of time. Reconstruction should be undertaken only when the property to be reconstructed is essential for understanding and interpreting the value of a historic district and sufficient documentation exists to insure an exact reproduction of the original.
- Rehabilitation is the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use. In rehabilitation, those portions of the property important in illustrating historic, architectural, and cultural values are preserved or restored.

## II. GUIDELINES

### 1. New Construction:

- a. Scale and Form: Keep all new construction consistent with the scale of the surrounding structures (Plate 1 & 2). Scale includes such factors as building height, width, and the proportion of height to width; proportion of solid to void elements, i.e. wall area to area of window and door openings; the size of the dominant elements of the building; and the massing of the building, i.e. the arrangement of the building's dominant elements which affect setbacks, overhangs, etc.
- b. Mood and Character: Assess carefully the mood and character of the neighborhood where new construction is to take place.

Avoid new construction which by its form, texture, color, etc. is not consistent with the mood and character of the neighborhood, even though all requirements for appropriate scale may be met.

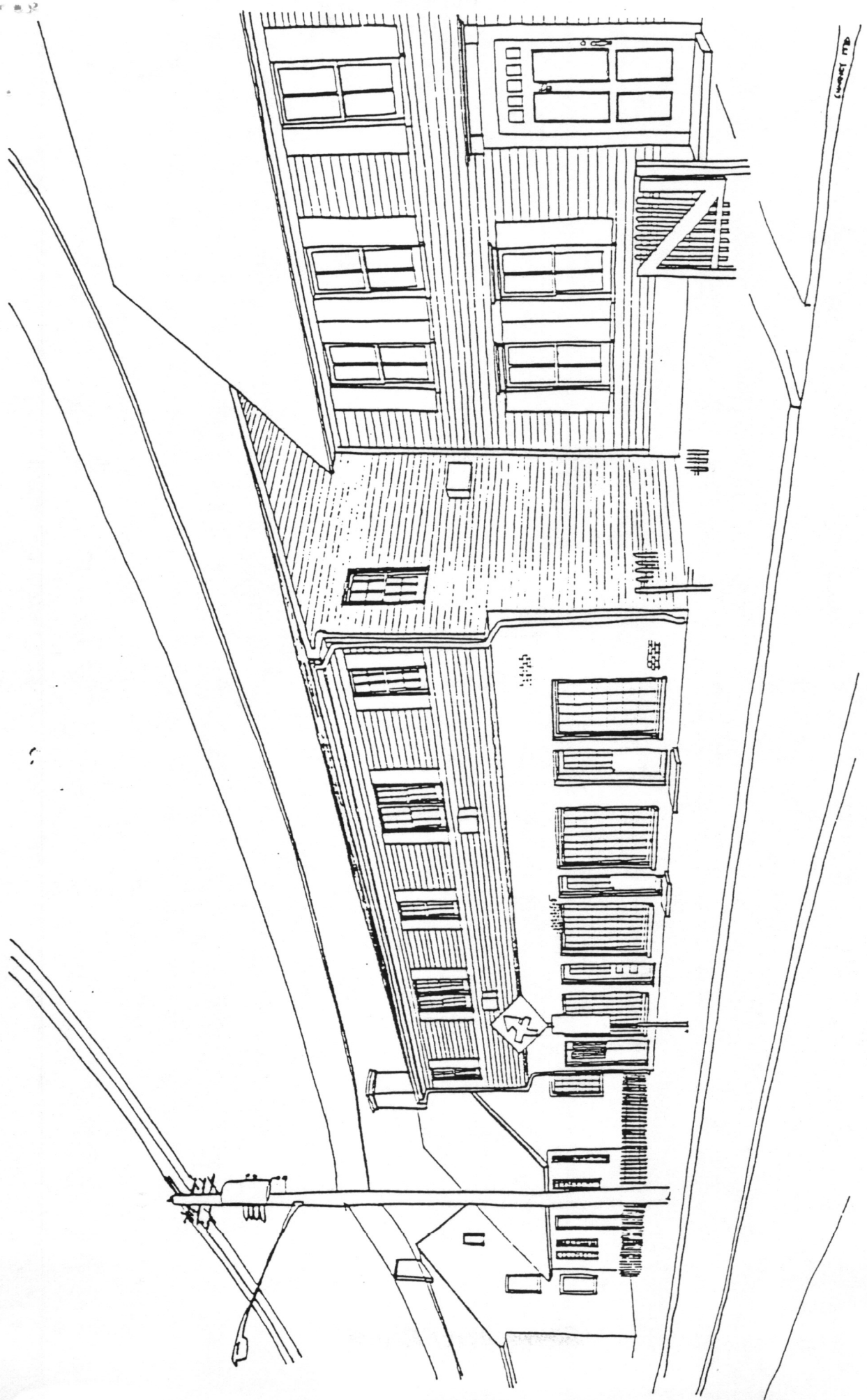
Avoid new construction which inauthentically reproduces older architectural styles. Utilize contemporary design and construction for new buildings, provided the qualities of scale, mood and character are met.

### 2. Restoration and Rehabilitation

- a. Replacement of Original Materials: Re-use original materials to the greatest extent possible. Where original material is unavailable or deteriorated, use new materials in the same form and with the same method of installation as the original.
- b. Use of New Materials: Avoid selecting new building materials which are out of scale, character, or other wise present an appearance distinctly different from the original building. Avoid, if possible, use of materials which were not available at the time of the building's construction.
- c. Restoration: Research thoroughly the history of the structure and restore it as nearly as can be determined to its original form. Make use of the most current methods of restoration of partially deteriorated materials.
- d. Planting: Try to anticipate the mature size, shape, and density of young plants when selecting locations for them.

Avoid removal of healthy planting which reflects the property's history or contributes to the property's continuity with the neighborhood.

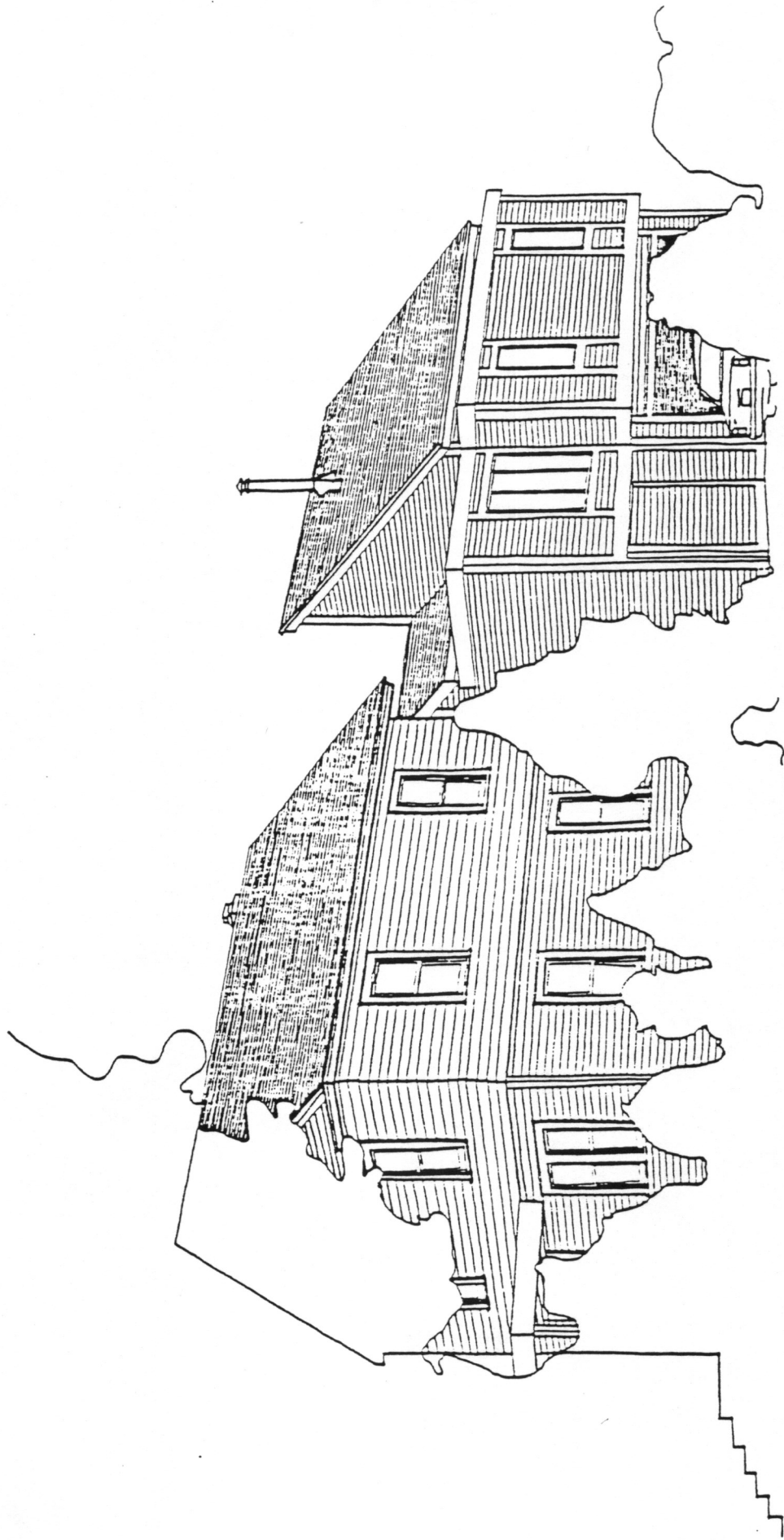
- e. Paving and Surfacing: Try to use paving or surfacing materials which are the same as those originally used on the site. If paving or surfacing must be upgraded or improved, select materials which are compatible in color and texture with the character of the site and the structure.



NEW CONSTRUCTION "OUT OF SCALE" WITH THE SURROUNDING STRUCTURES

In general, the underlying principle of the Historic District is that, when bringing an old building up to modern functional standards or constructing a new facility, it is essential that the architectural character of the building and the neighborhood not be lost in the process. The following eight basic principles as set down by the U.S. Department of Housing and Urban Development and the Department of the Interior establish an excellent foundation upon which to construct a set of guidelines. Those principles are reprinted here, after which the specific guidelines for the Town of East Haddam are given, broken down by category of work.

1. Every reasonable effort should be made to provide a compatible use for buildings which will require minimum alteration to the building and its environment.
2. Rehabilitation work should not destroy the distinguishing qualities or character of the property and its environment. The removal or alteration of any historic material or architectural features should be held to the minimum, consistent with the proposed use.
3. Deteriorated architectural features should be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of original features, substantiated by physical or pictorial evidence rather than on conjectural designs or the availability of different architectural features from other buildings.
4. Distinctive stylistic features or examples of skilled craftsmanship, which characterize older structures and often predate the mass production of building materials, should be treated with sensitivity.
5. Many changes to buildings and environments which have taken place in the course of time are evidence of the history of the building and the neighborhood. These changes may have developed significance in their own right, and this significance should be recognized and respected.
6. All buildings should be recognized as products of their own time. Alterations to create an appearance inconsistent with the actual character of the building should be discouraged.
7. Contemporary design for new buildings in old neighborhoods and additions to existing buildings or landscaping should not be discouraged if such design is compatible with the size, scale, color, material, and character of the neighborhood, building, or its environment.
8. Wherever possible, new additions or alterations of buildings should be done in such a manner that if they were to be removed in the future, the essential form and integrity of the original building would be unimpaired.



Copyright 1918

NEW CONSTRUCTION "IN SCALE" WITH AN OLDER BUILDING

Avoid "over-paving" or the use of hard surface or strongly colored paving material such as concrete or macadam where materials such as flagstones, brick pavers or gravel would be more appropriate.

- f. Structures: Try to retain and restore walls, hitching posts, fences and other fixtures which form part of the property's historical interest.

Avoid introducing signs, light fixtures, fences, flagpoles, etc., which are out of scale or character with the property or with the neighborhood.

Avoid "over-restoring" the site to an appearance it never had by introduction of modern reproductions or "period" fixtures such as lights, furniture, signs, etc.

### 3. Exterior Architectural Elements

#### a. Foundations:

Maintain the original appearance of the foundation material. For stone foundations, avoid patching with stones which are not generally the same shape and size as the original. With brick or stone, try to use mortar of the same color and strength as the original.

Avoid over-mortaring joints or tooling to a profile inconsistent with the original. See also Section 3.b.2., Masonry Walls.

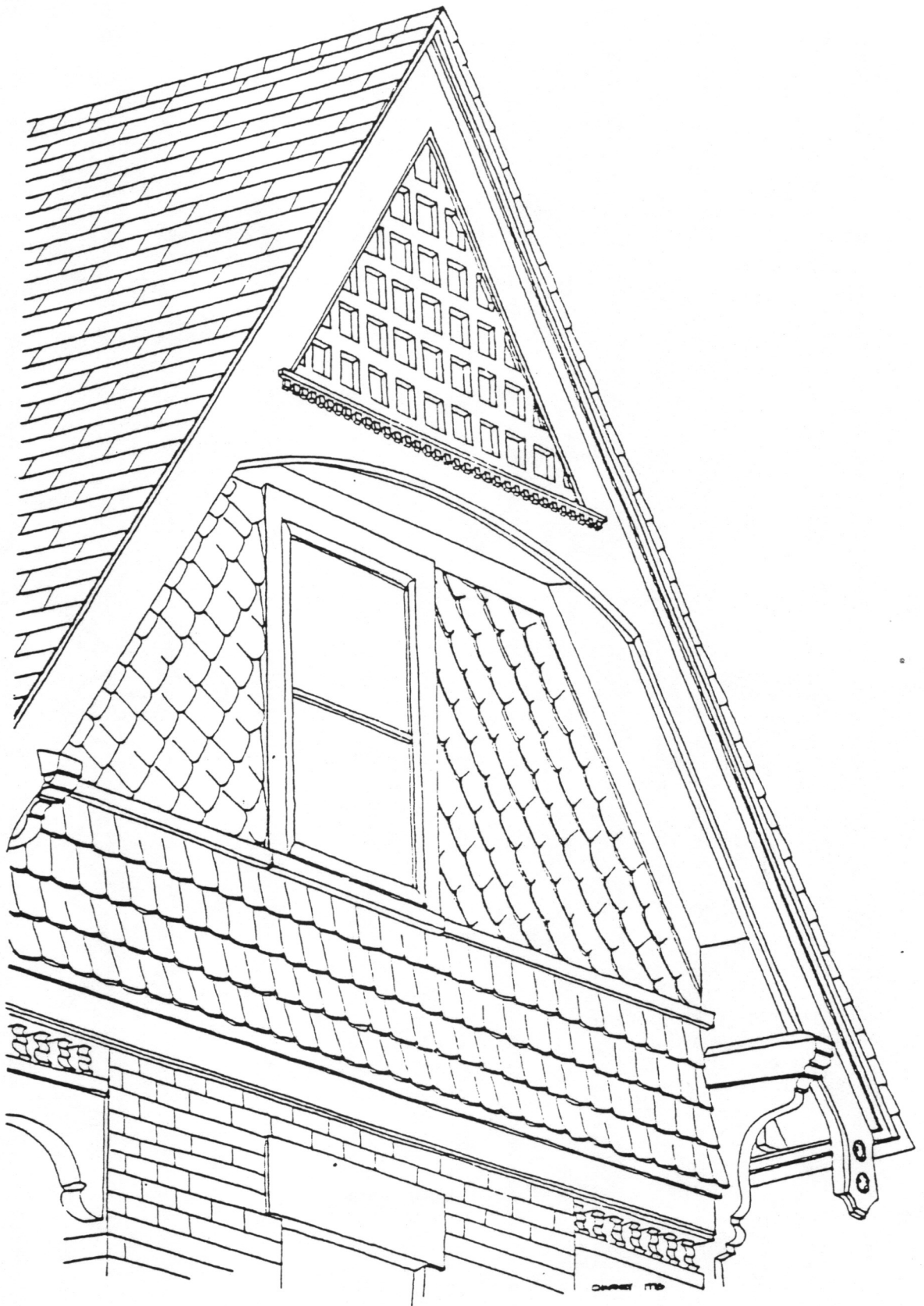
#### b. Walls:

1. Frame Walls: Retain and restore original materials whenever possible. Avoid removal of existing materials such as clapboards or shingles, since these form a major part of the building's texture. When deteriorated material must be replaced or repaired, use material that duplicates the old as nearly as possible. Be aware of the use of different materials on a single building, such as a shingle gable over a clapboard first story, and replace or repair with similar materials (Plate 3).

Avoid resurfacing frame buildings with material which changes the textural appearance of the original building or which was not available at the time of construction. See Section 3.b.3., Low Maintenance Siding, and Appendix.

2. Masonry Walls: Retain, wherever possible, the original masonry and mortar without the application of surface treatment. Avoid applying water repellent coatings unless their use has been carefully studied and recommended for a specific problem. These materials are often unnecessary and can, in fact, hasten deterioration by trapping moisture in the masonry.





AN EXISTING EXAMPLE OF THREE TYPES  
OF ORIGINAL SIDING ON ONE GABLE.

If repointing is necessary, duplicate the original mortar joint in color, texture, size and profile. Avoid repointing with mortar of high Portland cement content which can create a bond stronger than the original material. This can result in differing coefficients of expansion and cause cracking of existing joints.

Clean masonry, when necessary, using the gentlest method available, such as soft brushes and low pressure water. Avoid sandblasting or using harsh chemicals which may react with masonry. These methods destroy the material's natural ability to repel water.

Try to repair or replace deteriorated masonry and stucco with materials that match the original. Avoid indiscriminate removal of paint from masonry surfaces since it originally may have been applied for aesthetic or practical reasons.

Avoid the use of artificial materials such as simulated brick or stone siding since these may not have been available at the time of construction and will give the structure an artificial appearance.

3. Low Maintenance Siding: Low maintenance siding, such as aluminum or vinyl clapboards, asbestos or asphalt shingles, are products of the mid-20th century, and, as such, are by nature inappropriate for use on most historically significant buildings. Despite the efforts of the manufacturers to duplicate the appearance of older building materials, these products nearly always have a glossy uniformity which reveals their true nature. In addition, even though these products are sold to reduce maintenance, they may, in fact, create new maintenance problems. Before installing such products, the property owner would do well to weigh that single advantage against the following list of possible disadvantages.
  - ° Increased or accelerated deterioration of wood substructure. This continues to be a problem, even though manufacturers are now "venting" their products. These venting slots rarely permit proper circulation of air.
  - ° Insect attack of the wood substructure can go undetected.
  - ° Metal cladding causes a "chimney" effect, and can hasten the spread of flame in the event of a fire. It also keeps the burning portion of the structure out of access to fire fighting equipment.
  - ° Aluminum siding is sometimes noisy as it experiences temperature expansion or contraction.

° Manufacturers' claims to the contrary, not all low maintenance siding has "permanent" color. Sun and weather affect siding differently on different sides of the building, sometimes even on the same side resulting in a mottled effect. Here the problem cannot be corrected with paint as it can on a wood structure.

After considering the above disadvantages, if the property owner still wishes to utilize this material then he should use siding which duplicates the width of existing clapboards.

Avoid using a "clapboard" type siding over existing shingles or other materials bearing no resemblance to clapboard. Try to use corner boards and other flat trim pieces of the same width and appearance as the original. Avoid using artificial material to clad trim pieces such as ballusters, brackets, cornices, moldings, posts and columns, even though the major wall areas may be covered. Avoid cladding all wall surfaces with the same type of siding irrespective of their original appearance. For example, a shingled gable should not be clad in the same way as the clapboard body of the house. Select a color which is close to the original color of the house. Remember that the color of artificial siding is in the material, and cannot be changed except through weathering. Avoid the use of highly textured or "wood grain" patterns, since these rarely bear any resemblance to the original material. Avoid using artificial decorations, such as shutters, scrolls, grilles, etc., since these rarely have the appearance of original materials if, in fact, the building originally had such decorations at all.

c. Trim and Decorative Features:

1. Cornices, Brackets, Columns, Posts, Ballusters, Etc: Try to retain and/or repair such decorations and trim since they are usually an essential part of the building's character and appearance (Plate 4). When severe deterioration requires, try to replace or reconstruct such features as nearly as possible to their original form.

Avoid removing or cladding these important elements since this would significantly alter the appearance of the building.

2. Ornamental Metal Work: Try to clean, repair and restore decorative metal work such as railings, fences, and other trim. On iron work, try to clean areas of rust and halt further rusting by repainting to match the original color. Avoid painting of non-ferrous metals such as brass or copper; brass should be cleaned of oxidation when possible and copper should be left to oxidize naturally.



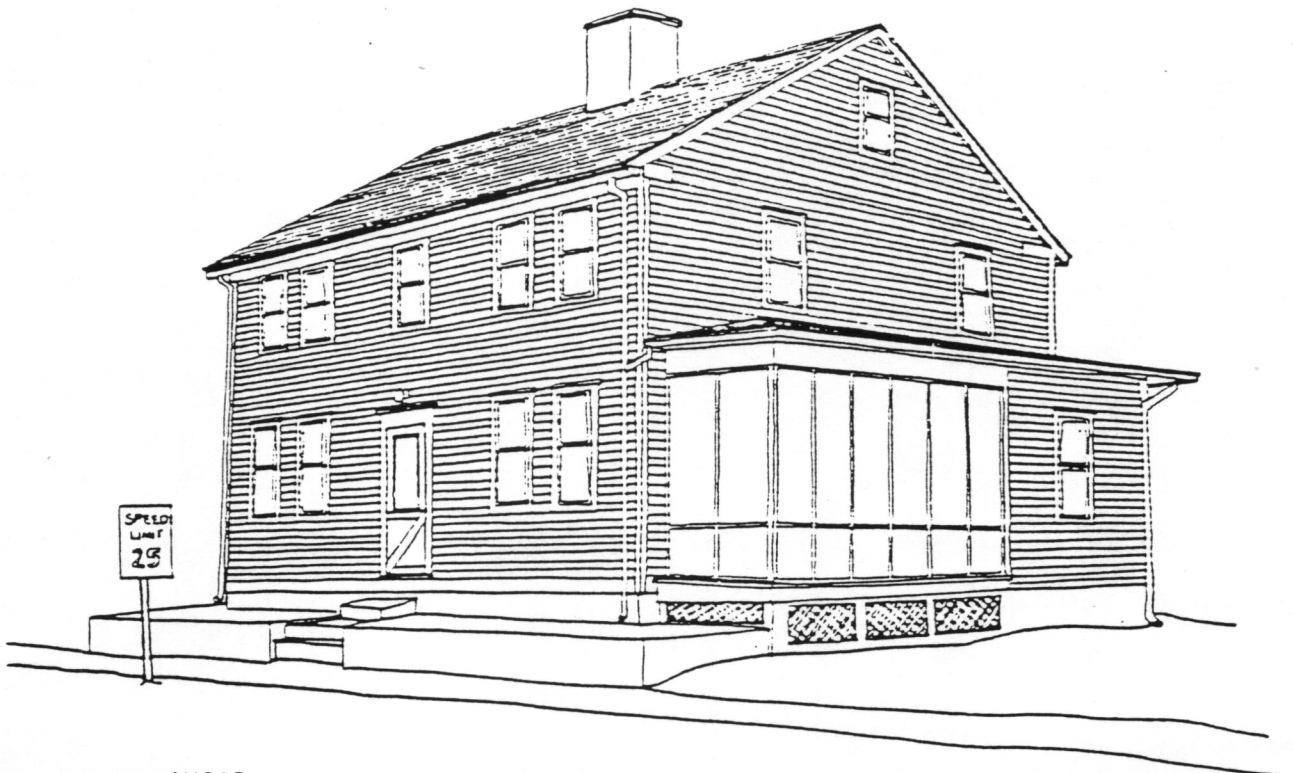
UNIQUE ORIGINAL TRIM AND DECORATIVE FEATURES

3. Door and Window Trim: Try to retain and restore door and window trim, such as lintels, sills, architraves, pediments, hoods, etc., to their original form. Wood trim should be stained or painted to match the original as nearly as possible. Avoid cladding door and window trim, especially when ornamental or decorative, with artificial siding products.
  4. Shutters: Try to research the original design of the structure to determine if shutters were actually used. If so, try to restore the originals or replace them with shutters which match the originals or replace them with shutters which match the originals in form, material and color. Avoid installing pre-fabricated or mass produced shutters of artificial materials, such as aluminum or vinyl.
  5. Dormers: Avoid creating dormers in roofs where their form would be inappropriate to the historical integrity of the building. Retain all dormer windows in their original style including the arrangement of lights and the sash detail.
  6. Storm Windows: The early storm windows were wood framed single units which covered the entire window opening. They were used in place of the window screens in winter, and, like the screens, hooked onto clips at the top piece of the window trim. When installing storm windows on buildings of the early 20th century style or older, use this type of wood frame window painted to match the existing window trim. If metal storm windows must be used, try to select a color which is close to that of the existing trim or sand aluminum frame to roughen surface and it may be painted to match trim. Avoid using bright aluminum colored frames where the color would be inappropriate to the character of the house.
- d. Porches and Steps:

Retain porches and steps in their original form (Plate 5). Remember that porches and steps which were added later often reflect evolving architectural styles and are important to the building's historical integrity. Avoid stripping porches or original material or features such as handrails, ballusters, columns, brackets, or decorations of wood, metal, tile or masonry. Repair or replace deteriorated architectural features with new material that duplicates the old as closely as possible. Avoid enclosing porches and steps in a manner that destroys their intended appearance (Plate 6). If it is essential to enclose a porch, try to do this inside the columns and railings, and do so in a way which preserves the original form and character of the building.

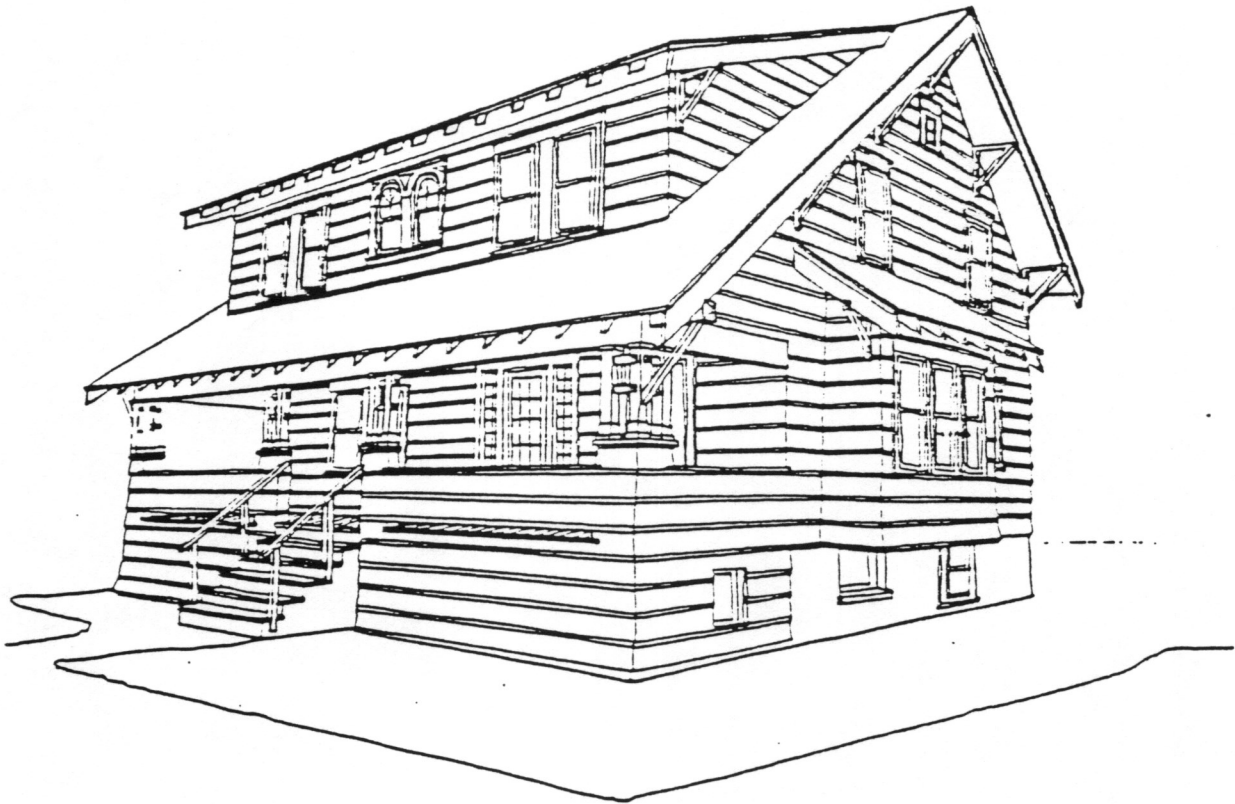


ORIGINAL PORCH FORM

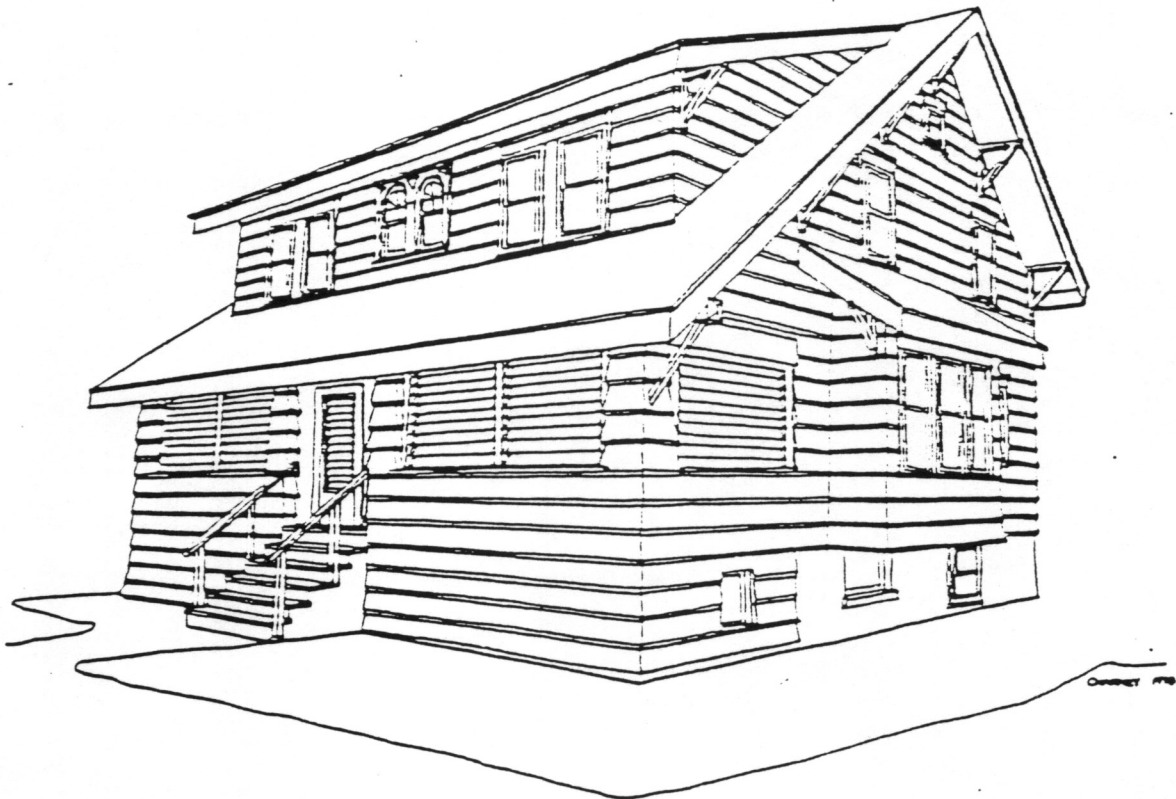


AVOID

COURTESY FHWA



ORIGINAL ARCHITECTURAL FEATURES



INAPPROPRIATE MODIFICATIONS

PORCHES

e. Roofs:

1. Form and Features: Retain the original roof form including gables and eaves, hips, dormers, etc. Avoid introduction of forms inappropriate to the original form of the roof, such as oversized dormers, skylights, etc. Retain or replace the original architectural features which give the roof its essential character, such as dormers, cupolas, cornices, brackets, cresting and weathervanes.
2. Roofing Material: Replace deteriorated roofing material with the same material originally used. If new material must be substituted, select one which matches the old in composition, texture, size, shape, and color. If possible, avoid using roofing material which is so light or bright in color or tone that it detracts from the character of the building or the continuity of the neighborhood.
3. Gutters and Downspouts: Retain original gutters and downspouts. If replacement is necessary, use materials which are similar in form and color to the original. Remember that gutters and downspouts can be strong visual elements, and avoid introducing new ones in locations where they will detract from the original composition or symmetry of the building.
4. Rooftop Equipment: Place roof-top equipment such as T.V. antennae, air conditioners, exhaust fans, vents, and solar collectors in a location where they cannot be seen from the street, where possible. Where solar collectors must face the street for efficiency, mount them in a way which minimizes their profile and makes them as inconspicuous as possible.

f. Doors:

1. Primary Doors: Try to respect the "main entrance" to the building in its relationship to the site and the building form. Avoid relocating or introducing new doors into the principal elevations of the building. Try to retain original door design including panels, lights, and hardware, and, if replacement is required, try to duplicate the original design in form, material, and color (Plate 7).
2. Secondary Doors: While less important visually than primary doors, secondary doors such as back or side doors, basement doors and hatches, etc., should be retained or replaced in a way that respects their original form. If new secondary doors must be introduced, avoid locating these in a way that destroys the original composition or symmetry of the facade.





BEFORE



AFTER

INAPPROPRIATE MODIFICATION TO "MAIN ENTRANCE"

3. Storm Doors: Although pre-20th century buildings were not usually equipped with storm doors or windows, the energy conscious property owner of today often finds these to be essential in reducing heat loss. When used, storm doors should be selected to compete as little as possible with the design of the main door. Try to use wood frame storm or screen doors painted to match existing door trim. If metal storm doors must be used, try to select a frame color which is the same as the door trim. Avoid using bright aluminum colored frames. Try to select a design and arrangement of lights which complements rather than detracts from the design of the door. Avoid decorative grilles or scrolls which may be inappropriate to the design or character of the building.

g. Windows:

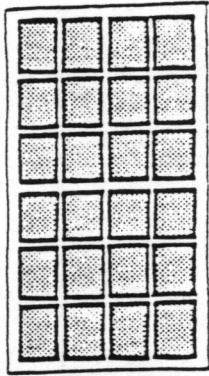
In Walls: Try to retain existing window sash whenever possible. If replacement is required, try to respect the stylistic period of the building by selecting sash design and arrangement of lights which reflect the building's original form (Plate 8). Avoid creating new window openings which destroy the original composition or symmetry of the facade. Be aware that some styles used subtle color changes for sash and trim, and try to duplicate this as closely as possible.

h. Chimneys:

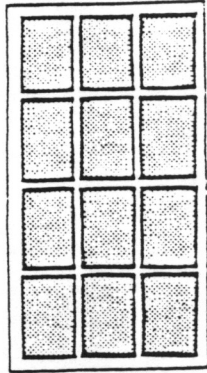
1. Try to retain the original height and form, number and location of the chimney(s) since these are critical links with the historical development of the structure. Avoid adding new chimneys, especially false ones, which give the building an appearance it never had. Maintain existing chimneys in accordance with the guidelines under Section 3.B.2., Masonry Walls. Avoid attaching equipment such as T.V. antennae to chimneys in a way that detracts from the form or proportion of the chimney.
2. Old brick has its own characteristics and color depending on local material used in the composition, and in size is usually thinner than new (Plate 9). The joints are not deeply raked (tooled) and tight, New England bonds should be used and the finish is non-glossy. Chimney caps should also be reproduced as accurately as possible.

i. Outbuildings:

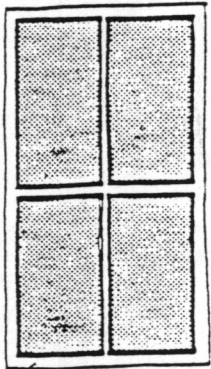
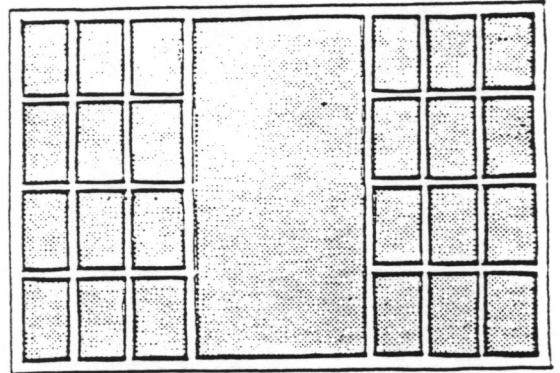
1. Garages, Carriage Houses, Barns: Buildings such as these often contribute significantly to the historical or architectural interest of the property. Because of this, they should be treated with no less respect than the major structure itself. Follow the procedures for the particular features and types of construction



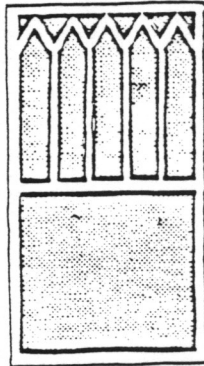
1700-1840



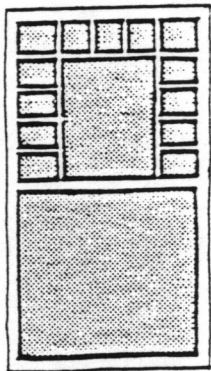
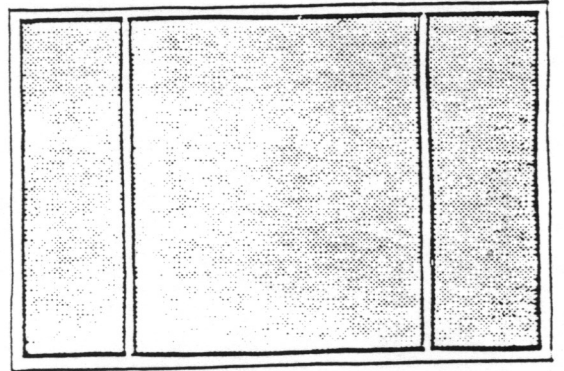
1840-1970



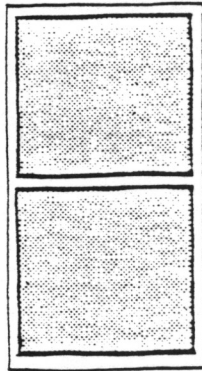
1870-1900



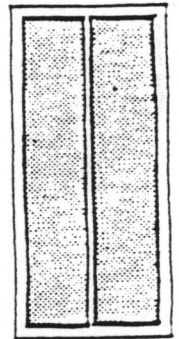
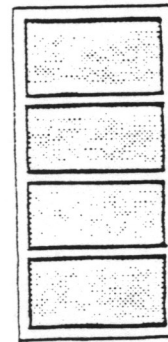
1900-1970



1900-1930

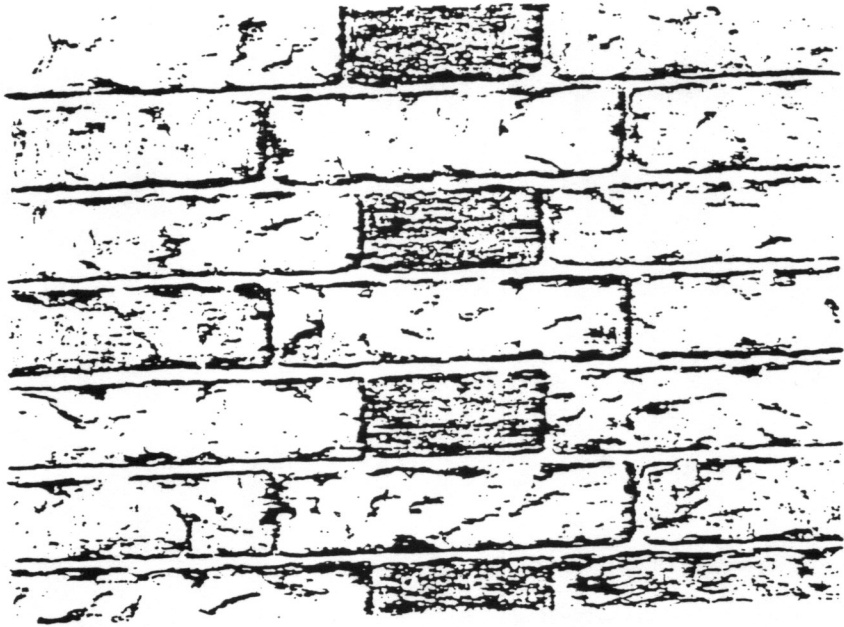


1900-

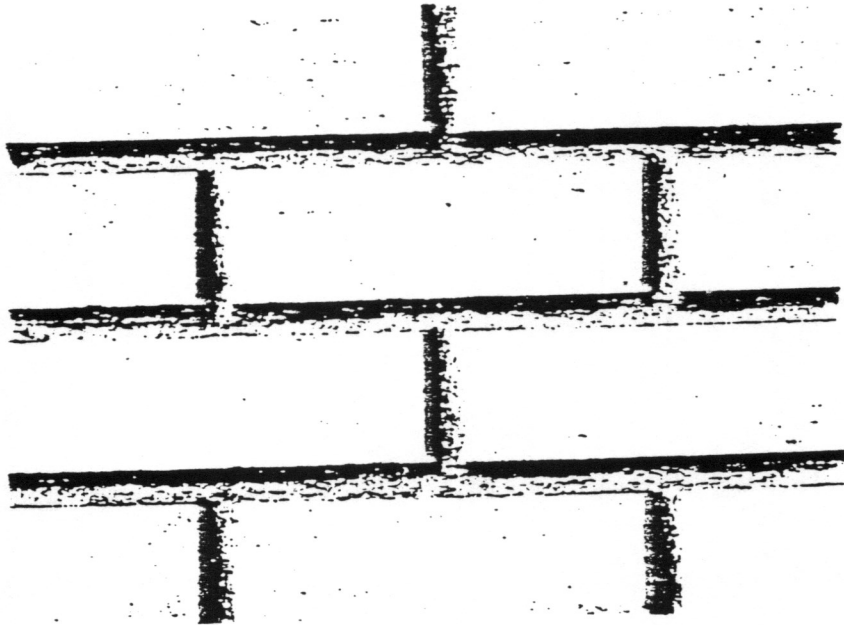


TYPICAL WINDOW STYLES

INAPPROPRIATE REPLACEMENT WINDOW STYLES



OLD



NEW

covered elsewhere in these guidelines. Wherever possible retain and repair as needed those buildings and their features which are important to the historical integrity of the property. When modification or rehabilitation is required, such as installing new "garage" type doors on a garage or carriage house, select materials of the same design and character as the original. Avoid hasty demolition of deteriorated outbuildings before studying them for rehabilitation. When constructing new outbuildings, keep the design compatible with that of the major structure and its site. Major areas of concern here are location, scale, architectural style, mood and character. See Section I.1, New Construction.

2. Tool Houses, Pump Houses, Etc.: These outbuildings are of lesser significance, but should not be disregarded as visual elements on the property. For existing structures of historic significance, retain and repair according to the guidelines for garages, carriage houses, and barns. For new structures, construct using compatible materials, and avoid locating in an area visible from the street.
3. Windmills: Windmills are re-emerging as a popular alternative energy source. Because their use was more widespread in the earlier days of our century, there is already a certain "historical" quality to some types of windmill design. These, normally of wood, should be used whenever possible in order to stay in character with the building which it serves and with the surrounding neighborhood. Newer windmill designs, usually of metal and often sleek in appearance, while not necessarily in character with "Old" East Haddam, are nevertheless excellent representatives of the cultural/economic attitudes of the 1970's, and, as such, form a part of East Haddam's continuing history. When using windmills of the newer design, select a location which is not visible from the major streets or which detracts as little as possible from the form of the building and the continuity of the neighborhood.

j. Construction and Placement of Signs

1. Residential Property

No sign shall be attached to or mounted in front of a residence other than the approved historic district marker. Such markers can be ordered through the Historic District Commission (Plate 10), or may be professionally constructed by the owner or anyone of his choice as long as there is compliance with the Commission's specifications. The specifications are furnished on request.

EAST HADDAM HISTORIC DISTRICT  
APPLICATION FOR HISTORIC MARKER

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ TEL. NO: \_\_\_\_\_

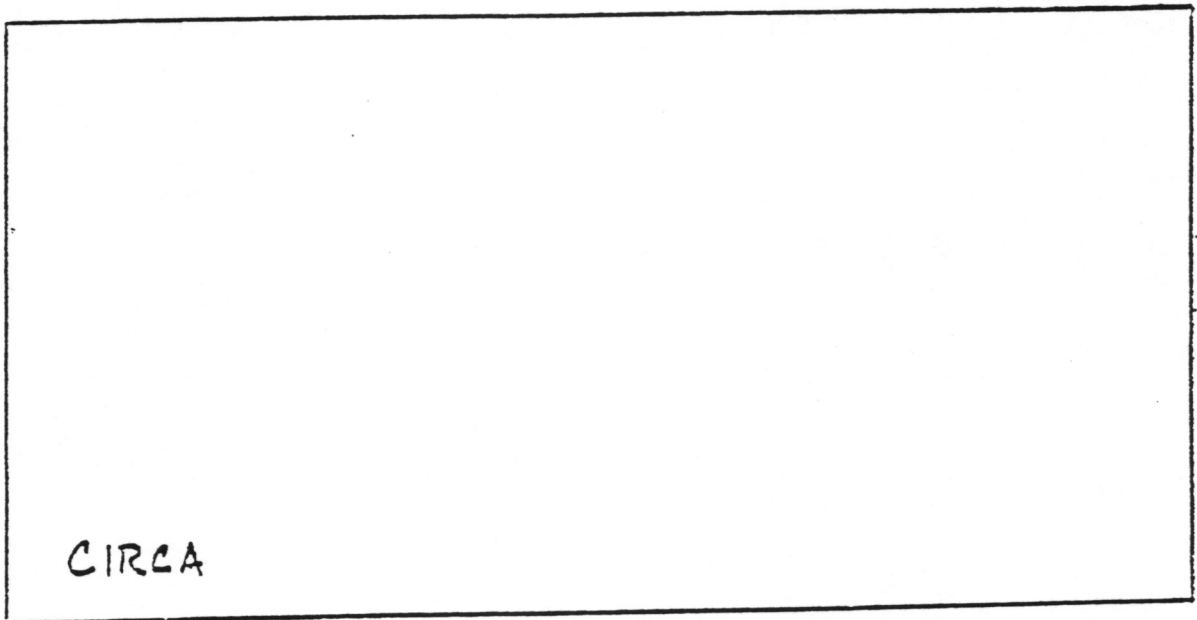
DESCRIPTION OF HOUSE:

TYPE OF ARCHITECTURE/STYLE: \_\_\_\_\_

ORIGINAL OR 1ST KNOWN OWNER: \_\_\_\_\_

APPROXIMATE BUILDING DATE: \_\_\_\_\_

MARKER LAYOUT



\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

REC'D BY \_\_\_\_\_

DEPOSIT \$ \_\_\_\_\_

DATE \_\_\_\_\_

## 2. Commercial Property

- a. Size of Sign - No more than six square feet, but ultimate determination of size will be dependent upon the size of the building in question.
- b. Material - Wood must be utilized.
- c. Design - The shape of the sign must be either rectangular or square. Preferably the sign should be painted white with black lettering in a traditional style (Plate 11) to assure a uniformity of appearance within the Historic District.
- d. Location - Where physically possible, a sign must be placed on a bracket mounted on a post and not attached to a building.

The specific exceptions to this rule are:

Bigelow House	Gelston House
Dean Agency Building	Goodspeed Opera House
DeLorenzos	Higgins House
Sweet Shop	Society Hall
Williams Chevrolet	

- e. Number of Signs - A building housing more than one business will have only one sign listing all businesses. The total sign area will be the same regardless of the number of businesses. If a building has a specific parking area adjacent to it, an additional sign may be erected if the sign is deemed necessary and in the public interest. The "parking" sign may not exceed two square feet.
- f. Non-Conformation of Existing Signs - When a building is sold or there is change of tenant, pre-existing signs that do not conform to the above specification be removed from the building within 60 days of the issuance of a written notice from the Historic District Commission.

## 3. Procedures

Each residential owner or business owner must file an application for a "Certificate of Appropriateness" see (Plates 12, 12A, 12B), if any sign is to be erected or changed in any way. Ordinarily a public hearing is required to act on every application. However, if the proposed sign conforms with all guidelines set forth above, the applications may be approved by the Historic District Commission without a formal public hearing.

**B** ABCDEFGHIJKLMNOPQRSTUVWXYZ  
Bodoni

**C** ABCDEFGHIJKLMNOPQRSTUVWXYZ  
Caslon

---

**G** ABCDEFGHIJKLMNOPQRSTUVWXYZ  
Garamond

**S** ABCDEFGHIJKLMNOPQRSTUVWXYZ  
Stymie

**C** ABCDEFGHIJKLMNOPQRSTUVWXYZ  
Century

**L** ABCDEFGHIJKLMNOPQRSTUVWXYZ  
Latin

**V** ABCDEFGHIJKLMNOPQRSTUVWXYZ  
Verona

*For complete fonts of these and other type faces, there are many books at the Public Library, art supply store, or they usually can be gotten from type foundries or type setters. These contain the capitals, lower case, and italics in the many weights and sizes*



TOWN OF EAST HADDAM

HISTORIC DISTRICT COMMISSION

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

For a Certificate of Appropriateness from the Historic District Commission, please complete Sec. I, II, (A, B, and D) and IV of the "Application for Building Permit". Include a description of the proposed work with drawings (emphasis is on the front and side views, showing overall measurements). Remember that we are particularly interested in your plans for such items as type of exterior siding, roof and chimney, porches, doors and windows, signs, exterior lighting, fences, walls, walks, steps and new driveways. Indicate approximate dates of start and completion below. Hearings are held on the third Tuesday of each month. Applications must be returned to the Building Inspectors Office two weeks prior to the hearing. You will be notified in writing of the action taken.

APPROXIMATE DATES: Start \_\_\_\_\_ Complete \_\_\_\_\_

HISTORIC DISTRICT COMMISSION ONLY

Application received \_\_\_\_\_

Notice public hearing published on \_\_\_\_\_

Public hearing held on \_\_\_\_\_

Action taken:

- \_\_\_\_\_ Approved
- \_\_\_\_\_ Approved as modified
- \_\_\_\_\_ Rejected
- \_\_\_\_\_ No certificate required.

Signed \_\_\_\_\_  
Clerk, Historic District Commission

Date \_\_\_\_\_

**Town of East Haddam - Application For Building Permit**

**DIRECTIONS TO APPLICANT:**

- 1.) For major construction, complete both sides.
- 2.) For minor construction;
  - a.) Complete Sections I & II on Side I.
  - b.) All of Side II.

<b>I. LOCATION OF BUILDING</b>	AT (LOCATION) _____	(NO.)	(STREET) _____	ZONING DISTRICT _____
	SUBDIVISION _____		Map _____ Lot _____	LOT SIZE _____

**II. TYPE AND COST OF BUILDING -**

<p><b>A. TYPE OF IMPROVEMENT</b></p> <ol style="list-style-type: none"> <li>1 <input type="checkbox"/> New building</li> <li>2 <input type="checkbox"/> Addition (If residential, enter number of new housing units added, if any, in Part D, 13)</li> <li>3 <input type="checkbox"/> Alteration (See 2 above)</li> <li>4 <input type="checkbox"/> Repair, replacement</li> <li>5 <input type="checkbox"/> Wrecking (If multifamily residential, enter number of units in building in Part D, 13)</li> <li>6 <input type="checkbox"/> Moving (relocation)</li> <li>7 <input type="checkbox"/> Foundation only</li> </ol>	<p><b>D. PROPOSED USE -</b> For "Wrecking", list most recent use</p> <table style="width: 100%;"> <tr> <td style="width: 50%;"> <p><b>Residential</b></p> <ol style="list-style-type: none"> <li>12 <input type="checkbox"/> One family</li> <li>13 <input type="checkbox"/> Two or more family - Enter number of units - - - - -&gt; _____</li> <li>14 <input type="checkbox"/> Transient hotel, motel, or dormitory - Enter number of units - - - - -&gt; _____</li> <li>15 <input type="checkbox"/> Garage</li> <li>16 <input type="checkbox"/> Carport</li> <li>17 <input type="checkbox"/> Other - Specify _____</li> </ol> </td> <td style="width: 50%;"> <p><b>Nonresidential</b></p> <ol style="list-style-type: none"> <li>18 <input type="checkbox"/> Amusement, recreational</li> <li>19 <input type="checkbox"/> Church, other religious</li> <li>20 <input type="checkbox"/> Industrial</li> <li>21 <input type="checkbox"/> Parking garage</li> <li>22 <input type="checkbox"/> Service station, repair garage</li> <li>23 <input type="checkbox"/> Hospital, institutional</li> <li>24 <input type="checkbox"/> Office, bank, professional</li> <li>25 <input type="checkbox"/> Public utility</li> <li>26 <input type="checkbox"/> School, library, other educational</li> <li>27 <input type="checkbox"/> Stores, mercantile</li> <li>28 <input type="checkbox"/> Tanks, towers</li> <li>29 <input type="checkbox"/> Other - Specify _____</li> </ol> </td> </tr> </table>	<p><b>Residential</b></p> <ol style="list-style-type: none"> <li>12 <input type="checkbox"/> One family</li> <li>13 <input type="checkbox"/> Two or more family - Enter number of units - - - - -&gt; _____</li> <li>14 <input type="checkbox"/> Transient hotel, motel, or dormitory - Enter number of units - - - - -&gt; _____</li> <li>15 <input type="checkbox"/> Garage</li> <li>16 <input type="checkbox"/> Carport</li> <li>17 <input type="checkbox"/> Other - Specify _____</li> </ol>	<p><b>Nonresidential</b></p> <ol style="list-style-type: none"> <li>18 <input type="checkbox"/> Amusement, recreational</li> <li>19 <input type="checkbox"/> Church, other religious</li> <li>20 <input type="checkbox"/> Industrial</li> <li>21 <input type="checkbox"/> Parking garage</li> <li>22 <input type="checkbox"/> Service station, repair garage</li> <li>23 <input type="checkbox"/> Hospital, institutional</li> <li>24 <input type="checkbox"/> Office, bank, professional</li> <li>25 <input type="checkbox"/> Public utility</li> <li>26 <input type="checkbox"/> School, library, other educational</li> <li>27 <input type="checkbox"/> Stores, mercantile</li> <li>28 <input type="checkbox"/> Tanks, towers</li> <li>29 <input type="checkbox"/> Other - Specify _____</li> </ol>
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<p><b>B. OWNERSHIP</b></p> <ol style="list-style-type: none"> <li>8 <input type="checkbox"/> Private (individual, corporation, nonprofit institution, etc.)</li> <li>9 <input type="checkbox"/> Public (Federal, State, or local government)</li> </ol>			

<p><b>C. COST</b></p> <p>10. Cost of improvement..... \$ _____</p> <p><i>To be installed but not included in the above cost</i></p> <p>a. Electrical..... \$ _____</p> <p>b. Plumbing..... \$ _____</p> <p>c. Heating, air conditioning..... \$ _____</p> <p>d. Other (elevator, etc.)..... \$ _____</p> <p>11. TOTAL COST OF IMPROVEMENT \$ _____</p>	<p>(Omit cents)</p>	<p>Nonresidential - Describe in detail proposed use of buildings, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for, department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.</p> <p>_____</p> <p>_____</p> <p>_____</p>
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**III. SELECTED CHARACTERISTICS OF BUILDING -**

<p><b>E. PRINCIPAL TYPE OF FRAME</b></p> <ol style="list-style-type: none"> <li>30 <input type="checkbox"/> Masonry (wall bearing)</li> <li>31 <input type="checkbox"/> Wood frame</li> <li>32 <input type="checkbox"/> Structural steel</li> <li>33 <input type="checkbox"/> Reinforced concrete</li> <li>34 <input type="checkbox"/> Other - Specify _____</li> </ol>	<p><b>G. TYPE OF SEWAGE DISPOSAL</b></p> <ol style="list-style-type: none"> <li>40 <input type="checkbox"/> Public or private company</li> <li>41 <input type="checkbox"/> Private (septic tank, etc.)</li> </ol>	<p><b>J. DIMENSIONS</b></p> <p>48. Number of stories.....</p> <p>49. Total square feet of floor area, all floors, based on exterior dimensions.....</p> <p>50. Total land area, acres.....</p>	
<p><b>F. PRINCIPAL TYPE OF HEATING FUEL</b></p> <ol style="list-style-type: none"> <li>35 <input type="checkbox"/> Gas</li> <li>36 <input type="checkbox"/> Oil</li> <li>37 <input type="checkbox"/> Electricity</li> <li>38 <input type="checkbox"/> Coal</li> <li>39 <input type="checkbox"/> Other - Specify _____</li> </ol>	<p><b>H. TYPE OF WATER SUPPLY</b></p> <ol style="list-style-type: none"> <li>42 <input type="checkbox"/> Public or private company</li> <li>43 <input type="checkbox"/> Private (well, cistern)</li> </ol>	<p><b>K. NUMBER OF OFF-STREET PARKING SPACES</b></p> <p>51. Enclosed.....</p> <p>52. Outdoors.....</p>	<p><b>L. RESIDENTIAL BUILDINGS ONLY</b></p> <p>53. Number of bedrooms.....</p> <p>54. Number of bathrooms</p> <p style="margin-left: 20px;">} Full.....</p> <p style="margin-left: 20px;">} Partial.....</p>
<p><b>I. TYPE OF MECHANICAL</b></p> <p>Will there be central air conditioning?</p> <p>44 <input type="checkbox"/> Yes      45 <input type="checkbox"/> No</p> <p>Will there be an elevator?</p> <p>46 <input type="checkbox"/> Yes      47 <input type="checkbox"/> No</p>			

### III. APPENDIX

#### 1. Bibliography

- a. Anderson Notter Associates, Ins. The Salem Handbook. A Renovation Guide for Homeowners. Historic Salem, Inc., 1977.
- b. "Before You Remodel":. Hartford Architecture Conservancy, April, 1977.
- c. "Guidelines for Rehabilitating Old Buildings". Old House Journal, January, 1977.
- d. "Guidelines for Rehabilitating Old Buildings: Principles to Consider When Planning Rehabilitation Projects in Older Neighborhoods". U.S. Department of Housing and Urban Development and U.S. Department of the Interior, January, 1977 & 1980.
- e. Hooper, Charles Edwards. The Country House. Doubleday, Page and Co., Garden City, NY, 1939.
- f. Tondro, Terry J. Design Controls for Neighborhood Conservation. Hartford Architecture Conservancy, 1976.
- g. Town of Wethersfield Plan of Preservation and Protection for the Historic District. December, 1978.
- h. "A Handbook" - Standards and Criteria for Establishing an Historic District. Connecticut Historical Commission.
- i. Brick drawings done by Wm. P. Tyner.

EAST HADDAM HISTORIC DISTRICT COMMISSION REGULATIONS  
(as exempted from the Historic District State Statute sections  
7-147a, 7-147d, and 7-147j)

"No building or structure shall be erected or altered within an historic district until after an application for a certificate of appropriateness as to exterior architectural features has been submitted to the historic district commission and approved by said commission."

"No building permit for erection of a building or structure or for alteration of an exterior architectural feature within an historic district and no demolition permit for demolition or removal of a building or structure within an historic district shall be issued by a municipality or any department, agency or official thereof until a certificate of appropriateness has been issued. A certificate of appropriateness shall be required whether or not a building permit is required."

"The style, material, size and location of outdoor advertising signs and bill posters within an historic district shall also be under the control of such commission."

"No area within an historic district shall be used for industrial, commercial, business, home industry or occupational parking, whether or not such area is zoned for such use, until after an application for a certificate of appropriateness as to parking has been submitted to the commission and approved by said commission."

"As used in this part: ALTERED means changed, modified, rebuilt, removed, demolished, restored, razed, moved or reconstructed; ERECTED means constructed, built, installed or enlarged; EXTERIOR ARCHITECTURAL FEATURES means such portion of the exterior of a structure or building as is open to view from a public street, way or place; BUILDING means a combination of materials forming a shelter for persons, animals or property; STRUCTURE means any combination of materials, other than a building, which is affixed to the land, and shall include, but not be limited to, signs, fences and walls; APPROPRIATE means not incongruous with those aspects of the historic district which the historic district commission determines to be historically or architecturally significant."

"The provisions of this section shall not be construed to extend to the color of paint used on the exterior of any building or structure."

"Nothing in this part shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature in the historic district which does not involve a change in the appearance or design" or material "thereof". In other words, it is not necessary to submit an application for a certificate of appropriateness for ordinary maintenance as defined in this paragraph.