



**Town of Wellesley
Planning Department**
888 Worcester Street
Suite 160
Wellesley, MA 02482
(781) 431-1019 x2232

Historic Preservation Demolition Review APPLICATION FOR ELIGIBILITY NOTICE

Pursuant to Article 46C of the Town Bylaws, **submission of this application (SIDE 1) to the Planning Department and issuance of an Eligibility Notice is required before a permit to demolish (or remove or envelope more than 50%) will be issued by the Building Department for a building or structure used as a dwelling within the last 3 years;** if the dwelling is determined to have been built on or prior to December 31, 1949, a Preservation Determination (SIDE 2) must be made by the Historical Commission (and any imposed Delay Period shall have expired or been waived) before issuance of a permit to demolish (or remove or envelope more than 50%).

Application Information:

Property Address: _____

Check One: ☐ Full/Complete Demolition
☐ Partial Demolition/Envelopment (50% or more)
☐ Less than 50% Demolition/Envelopment

What year was the structure built? _____ Source of information: _____

Please Attach the Following Required Information:

- Assessor's map showing property location
- Photocopies of Assessors Record, Building Permit(s), and any other documentation to support construction date
- If a partial demolition or envelopment (50% or more), plans or drawings showing such partial demolition or envelopment.
- Photographs of all existing façade elevations of the building.

Property Owner Name: _____ Phone: _____

Mailing Address: _____

Email Address: _____

Fees: ☐ Eligibility Notice Only - \$50
☐ Eligibility Notice and Preservation Determination - \$850
☐ <50% Demo - Calculations and Elevations Submitted – No Fee

Application Authorization:

Signature of Property Owner: _____ Date: _____

By signing above, the applicant states that they are duly authorized to apply for demolition on behalf of all persons or entities which have an ownership interest in the property.

Submission Date: _____ Received By: _____

Fee Paid: \$ _____ Case Number: DR _____

Determination (refer to issued Eligibility Notice):

☐ Not an Eligible Building
☐ Eligible Building*
Date Issued: _____
Expiration Date: _____

*A Preservation Determination is required; please see **SIDE 2**

Application for Preservation Determination

Based on the Eligibility Notice issued for the subject property noted on **Side 1** of this form, pursuant to Article 46C of the Town Bylaws, a Preservation Determination must be made by the Historical Commission (and any imposed Delay Period shall have expired or been waived) before issuance of a permit to demolish (or remove or envelope more than 50%).

Application Authorization:

As Owner of the subject property identified on Side 1 of this form, the structure(s) located thereon determined to be an Eligible Building, I am requesting that the Wellesley Historical Commission make a Preservation Determination for the applicable structure(s); if I am making this request at the same time that I am seeking an Eligibility Notice, I am acknowledging that the structure is an Eligible Building and waiving my right to appeal such a determination.

Property Owner Name: _____

Signature of Property Owner: _____ Date: _____

Documentation Requirements:

Please submit the following additional information for consideration by the Historical Commission, as applicable:

- **In the case of partial demolition**, plans showing the use or development of the site after such demolition, if known, and a statement identifying all zoning variances and/or special permits which may be required in order to implement the proposed use or development, if known; and
- **In the case of ANY demolition**, photographs of all existing façade elevations of the Building

For Town Use Only

Documentation Submission Date: _____ Received By: _____

Fee Paid: \$ _____ WHC Public Hearing Date: _____

Historical Commission Determination (refer to issued Notice of Preservation Determination):

☐ Not Preferably Preserved Date Issued: _____

☐ Preferably Preserved Expiration of Delay Period (if applicable): _____

Request to Reduce Delay Period (Waiver)*

*May not be sought until a Preservation Determination is made by the Historical Commission

As Owner of the subject property identified on Side 1 of this form, the structure(s) located thereon determined to be an Eligible Building and Determined to be Preferably Preserved, I am requesting that the Wellesley Historical Commission make a determination as to whether or not to reduce or modify the Delay Period.

Property Owner Name: _____

Signature of Property Owner: _____ Date: _____

To accompany this request, the Owner should submit documentation evidencing any attempts to sell the property or plans and elevations for proposed construction to follow any Demolition.