

SECTION XVII: HISTORIC DISTRICT ORDINANCE. (Adopted March 2008)

- A. **PURPOSE:** By Ordinance, adopted in 1971 the Town of Hollis has established a Historic District. As set forth in RSA 674:45, the preservation of cultural resources, and particularly of Structures and places of historic, architectural and community value is hereby declared to be a public purpose. The heritage of the municipality will be safeguarded by:

1. Preserving districts in the municipality which reflect elements of its cultural, social, economic, political, community and architectural history;
2. Conserving property values in such districts;
3. Fostering civic beauty;
4. Strengthening the local economy; and
5. Promoting the use of historic districts for the education, pleasure and welfare of the citizens of the municipality.

B. BOUNDARIES OF THE HISTORIC DISTRICT

The Historic District is defined on the town zoning maps, which are on file in the Town Clerk's office of the Town of Hollis.

C. DEFINITIONS

1. **ACCESSORY BUILDING OR USE, CUSTOMARY:** Refer to Section VIII, Definitions.
2. **ALTERATION:** any repair, reconstruction, restoration, replacement, rehabilitation, demolition, addition, or new construction proposed for the exterior of a building or its site. The work may involve changes in materials, dimensions, design, configuration, texture, color, or visual appearance.
3. **ARCHITECTURAL FEATURE:** the architectural style, design, detail or general arrangement of outer surfaces of a structure and or building that, if altered or removed, would affect its appearance and character. Examples of architectural features include, but are not limited to, building materials, windows, doors, cornices, roofs, porticos, storefronts, and signs.
4. **CERTIFICATE OF APPROVAL (COA):** written authorization from the Commission to the building owner or project applicant that allows the owner/applicant to conduct any of the regulated activities specified in this ordinance.
5. **COMMERCIAL USE:** any use that requires site plan review under the zoning ordinance and regulations of the planning board
6. **DEMOLITION:** the razing, destruction, removal, or relocation, entirely or in significant part and including its facade, of a building, structure or other resource.
7. **LANDSCAPING:** The use of existing vegetation and terrain, or new permanent plantings, grade separations and/or fences intended to screen a building, structure, or place.
8. **MAINTENANCE:** see Repair.
9. **PUBLIC ROAD:** Refer to Section VIII, Definitions.
10. **RECONSTRUCTION:** the act of recreating a property that has been destroyed, through documentary research and the use of new materials
11. **REHABILITATION:** the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving the character-defining features that are significant to its architectural, historical and cultural values.
12. **RELOCATION:** the act of removing a building, structure or other feature from its existing foundation or location to another foundation or location, including on the same site. For purposes of this ordinance, applications for relocation shall be subject to the same standards as demolition.
13. **REPAIR:** any work, which will involve no change in materials, dimensions, or design.

14. **SIGNIFICANT TREE:** Any tree that contributes to the character of the district and that exceeds 15" in diameter at a height of 4' above grade and is located forward of the main building on the property and/or provides a canopy to the street.

15. **STRUCTURE AND OR BUILDING:** Refer to Section VIII, Definitions.

16. **TEMPORARY STRUCTURE:** Refer to Section VIII, Definitions.

D. SCOPE OF REVIEW AND CERTIFICATE OF APPROVAL

Uses permitted within the District shall be those permitted in the underlying zoning district. Notwithstanding any inconsistent ordinance, local law, code, rule or regulation concerning the issuing of building permits, no change in any Architectural Feature or other activities (as defined below in Section E) that is visible from a Public Road shall be commenced without a Certificate of Approval from the Historic District Commission, herein called the Commission, nor shall any building permit for such change be granted without such a Certificate of Approval having first been issued. The Certificate of Approval required by this section shall be in addition to and not in lieu of, any building permit that may be required by any ordinance, local law, code, rule or regulation of the Town of Hollis.

E. ACTIVITIES REQUIRING REVIEW

The following activities, if visible from a Public Road, shall require a Certificate of Approval from the Commission, whether or not such activity requires the issuance of a building permit. Screening by Landscaping shall not exempt an activity from review.

1. Erection, construction, Alteration, Relocation, or Demolition of a Building, Accessory Structure and or Building;
2. Erection, construction, Alteration, Relocation or Demolition of any Architectural Feature of a Structure and or Building;
3. Construction, erection, Reconstruction, significant Repair or removal of any stonewall, fence, granite work, walkway, sidewalk, paving (new or expansion of existing), exterior lighting, street light, or permanent sign;
4. Removal of a Significant tree(s), except where removal of such tree(s) is necessary for safety reasons as determined by a professional arborist or other qualified professional or by authorization of the Board of Selectmen in accordance with RSA 213:145;
5. Any site work involving changes to the grade, topography, or Landscaping of new multifamily dwellings or new commercial construction will be reviewed for visual appropriateness. The Planning Board may consider, but not necessarily be bound by, recommendations of the Commission for site work;
6. Any change or expansion in use will be reviewed for visual appropriateness. The Planning Board may consider, but not necessarily be bound by, recommendations of the Commission for any such changes;
7. Addition or Alteration of existing exterior siding (e.g. vinyl, aluminum, stucco, wood, glass, etc.), windows or doors of a Structure and or Building;
8. Painting in part or whole of a brick, stone, masonry, or concrete Structure and or Building; and
9. Erection of a Temporary Structure.

F. ACTIVITIES EXEMPT FROM REVIEW

The following activities shall not require a Certificate of Approval from the Commission.

1. Ordinary Maintenance and Repair of any Architectural Feature, which does not involve a change in the design, dimensions, materials or appearance of the feature or involve removal thereof;
2. Painting or repainting of a wood surface and/or an already painted brick, stone, masonry, or concrete Structure and or Building on the condition that the color is selected from the Commission's palette of colors and is registered with the Commission;
3. Alteration or replacement of any existing roof covering or surface, provided that said Alteration or replacement is with the same material, patterns and colors of the existing roof covering or surface, and provided the roof plane remains the same;

4. Installation or replacement of storm doors and storm windows provided that the historic Architectural Features are not altered, obscured, removed or demolished;
5. Landscaping on properties in residential use, with the exception of the removal of a Significant tree as described under Section E.4 and any site work described under Section E.5;
6. Interior Alterations;
7. Activity that is not visible from a Public Road and where lack of visibility is not due to screening by Landscaping as determined by the Commission and the Code Enforcement Officer; and
8. Agricultural greenhouses, including high hoop tunnels.

G. *INTERPRETATION*

As set forth in RSA 674:48, nothing in this subdivision shall be construed to prevent ordinary Maintenance or Repair of any Structure or place within any historic district nor to prevent the construction, Alteration, Repair, moving or Demolition of any Structure under a permit issued by the building inspector or other duly delegated authority prior to the establishment of any historic district.