



TOWN OF TISBURY

TISBURY HISTORICAL COMMISSION
WILLIAM STREET HISTORIC DISTRICT COMMISSION
VINEYARD HAVEN, MASSACHUSETTS 02568

TELEPHONE
508-696-4200

Application to William Street Historic District Commission

1. Application is hereby made for the issuance of a Certificate of (check one)
☐ Appropriateness ☐ Non-applicability ☐ Hardship

For definitions of Appropriateness, Non-applicability, and Hardship, see the by-law for the William Street Historic District adopted at Town meeting May 7, 1975. Copies are available at Town Hall

For Hardship Certificate only, attach sheet with explanation.

2. Nature of work: ☐ New ☐ Addition ☐ Alteration ☐ Reconstruction ☐ Demolition
3. Type of building: ☐ House ☐ Garage ☐ Out building _____
4. Other structure: ☐ Fence ☐ Wall ☐ Driveway ☐ Mechanical device and/or fuel storage
5. Sign: ☐ New sign ☐ Existing sign

For signs give dimensions, wording, location, and illumination if any.

6. Address of proposed work _____ Assessors Map Lot No. _____

Owner _____ Telephone No. _____

Owner's mailing address _____

7. Refer to checklist on the reverse side for **required documents** to accompany your application.

8. Name, address, telephone number of contractor and architect.

9. Sign and Date below

Signature of owner _____ Date _____

Date received by WSHDC _____ by _____, office _____

This certification is hereby: ☐ Approved ☐ Conditionally approved ☐ Continued ☐ Denied
If denied, reason and/or recommendation:

Date of Commission's action _____ Signature _____, office _____

Copy sent by Commission to Town Clerk and Inspector of Buildings

**WILLIAM STREET HISTORIC DISTRICT COMMISSION
APPLICATION DOCUMENTATION CHECK LIST
NEW CONSTRUCTION – REPAIRS - ADDITIONS - MAJOR RENOVATIONS**

☐ **Site Plan-** three copies

Properly locating all existing structure(s) including main house, garage, sheds, or other out-buildings, hardscape; driveways, retaining walls, walkways, fences, light and sign posts, property lines and set backs to structures. Proposed additions and changes clearly noted.

☐ **Building Plans-** three copies

All four elevations, both existing and proposed.

Include all windows, doors, siding, moldings and architectural details.

Plans to be fully dimensioned and to scale – 1/4" per foot are preferred.

Mechanical Devices and Fuel Storage:

All exterior heating, air conditioning and fuel storage equipment that will be located on the property must be detailed on the site plan including dimensions of each unit.

For outside showers, sheds and outbuildings:

Provide four elevations for both existing and proposed structures.

Include all windows, doors, siding, moldings and architectural details.

☐ **Specifications-** three copies

Manufacturer, style and model number of doors, windows and skylights.

If not matching the existing architectural details (moldings, columns, etc.) provide scale drawings and/or manufacture specifications.

☐ **Colors-** three copies

Provide a list of selections, application schedule and samples of proposed colors.

☐ **Lighting-** three copies

Identify all exterior lighting locations.

Provide photos of proposed fixtures and/or catalogue cut sheets including dimensions.

☐ **Photos-** three copies

Provide photos of existing condition from all affected elevations.

☐ **Abutters List** – Full names and current mailing addresses of owners of all properties that directly contact the boundaries of the applicant, all properties directly across a street and/or right of way that abuts the applicant's property, and all properties that are across a street and/or right of way that are within a forty-five degree angle from the corners of the applicant's property.

A list can be obtained at Town Hall for a nominal fee.

One copy will be signed, dated and returned to the applicant with the Commission's determination. One copy will be retained for the Commission file. A third copy will be forwarded to the Building Inspector.