



## PLANNING AND DEVELOPMENT

14 NORTH STREET

CLAREMONT, NH 03743

PH: (603) 542-7008 FAX: (603) 542-7033

EMAIL: [visitor@claremontnh.com](mailto:visitor@claremontnh.com)

---

## HISTORIC DISTRICT COMMISSION REGULATIONS

### Scope of Review

It is unlawful for any person to construct, alter, modify, repair, move or demolish any building, structure, sign, or improvement which lies within an historic district without first obtaining a Certificate of Appropriateness from the Historic District Commission in the manner prescribed in this division.

### Activities Requiring Certificates

For the purpose of this division, the following activities shall be reviewed by the Historic District Commission whether or not such activity requires the issuance of a permit.

- (1) Erection, construction, alteration, major repair or razing of a building or structure.
- (2) Erection, alteration or removal of any exterior, visible feature of a building or structure.
- (3) Alteration, including grading, excavating, tree removal, and/or paving of a site.
- (4) Erection or alteration of a sign affixed to a building, painted on a building or windows, or hanging inside of the window. Temporary signs shall not be in place for more than three (3) months.
- (5) Addition or alteration of exterior siding (e.g. vinyl, aluminum, stucco, wood, glass, etc.) of a building or structure.
- (6) Painting in part or whole of an unpainted stone or masonry building.
- (7) Method of paint removal.

### Exceptions

The Historic District Commission is not required to review the following activities:

- (1) Ordinary maintenance and repair of any architectural feature which does not involve a change in the design, materials or outer appearance or involve removal thereof.

- (2) Painting or repainting of a wood surface and/or an already painted masonry surface.
- (3) Roofing or re-roofing (with the same material) of a building or structure providing the roof plane remains the same.
- (4) Storm doors and storm windows providing that the original architectural features are not removed or destroyed.

### Review Criteria

In making a determination on an application, the Historic District Commission shall take into account the purposes of this division and give consideration to the following:

- (1) The historical, architectural, or cultural value of the building or structures and its relationship and contribution to the setting.
- (2) The compatibility of the exterior design, arrangement, texture, and materials proposed to be used in relationship to the existing buildings or structures and its setting, or if new construction, to the surrounding use.
- (3) The scale and general size of buildings or structures in relationship to existing surroundings including consideration of such factors as the building's overall height, width, street frontage, number of stories, roof type, facade openings (windows, doors, etc.) and architectural details.
- (4) Other factors, including yards, off-street parking, screening, fencing, entrance drives, sidewalks, signs, lights, and/or landscaping which might affect the character of any building or structure within the district, and similar factors which relate to the setting for such structure or grouping of structures.
- (5) The impact that the applicant's proposal will have on the setting and the extent to which it will preserve and enhance historic, architectural, and cultural qualities of the district and community.
- (6) To include in this division the adoption of the criteria and guidelines set forth in the "Secretary of Interior's Guidelines for Rehabilitation".