



Hingham Historic Districts Commission

Town Hall, 210 Central Street, Hingham, Massachusetts 02043

Application Requirements for a Certificate of Non-Applicability

(Maintenance and Repair)

Certificates of Non-Applicability are typically issued for projects on historic properties that do not change the exterior appearance of a building or hardscape element, or are not visible from the public way. An application and certificate are maintained as a record of work done to historic properties over time.

Complete Submission

A complete submission for a Certificate of Non-Applicability requires an application with all pertinent information filled in, including a clear description of the project in the space provided. The property owner or the owner's agent must sign and date the application. If a project requires a permit from the Building Department, the permit will not issue until the application for a Certificate of Non-Applicability is submitted, and is approved by the Historic Districts Commission Administrator.

Please Note:

Some projects may require a photo of existing conditions, and a photo of the finished project. For example, to obtain approval to rebuild a chimney, a photo of the existing chimney must be submitted with the application. A second photo showing the rebuilt chimney must be submitted when the project is finished. The Administrator will advise you if photos or other exhibits are needed.

Questions? Please contact the Administrator at 781.741.1492.



TOWN OF HINGHAM
Historic Districts Commission
210 Central Street ~ Hingham, Massachusetts 02043

APPLICATION for CERTIFICATE

Instructions: Please print. Complete the applicable information including a description of the proposed project and exhibits submitted. Use additional sheets as necessary. The signature of the property owner is required for all projects.

Check type of Certificate for which application is submitted:

CERTIFICATE OF APPROPRIATENESS

Note: Please see "Application Requirements for a Certificate of Appropriateness" for guidance in preparing a complete submission.

CERTIFICATE OF NON-APPLICABILITY for the following reason(s):

- Not visible from any public street, way, place, or body of water
- Maintenance, repair or replacement using same design, materials, colors
- Proposed work, design, materials and colors according to approved guidelines
- No architectural features involved
- Reconstruction similar to original following fire or other disaster
- Other

Note: Please see "Application Requirements for a Certificate of Non-Applicability" for filing instructions.

CERTIFICATE OF HARDSHIP - financial or otherwise as described herein and not a substantial derogation from intent and purposes of law.

LOCATION of work: _____	Historic District: _____
OWNER: _____	Telephone: _____
Address: _____	Email: _____
ARCHITECT or DESIGNER: _____	Telephone: _____ Email: _____
Address: _____	MA Registration No: _____
ENGINEER: _____	Telephone: _____ Email: _____
Address: _____	MA Registration No: _____
CONTRACTOR: _____	Telephone: _____ Email: _____
Address: _____	MA Registration No: _____

DESCRIPTION of proposed work: _____

EXISTING Sq. Ft.:

TOTAL ADDITIONAL Sq Ft. (if applicable):

 Signature of Owner (Inspection of the premises is hereby authorized) Date