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## WHAT AM I EXPECTED TO DO?

You will have to show the plans for your work to the Historic Preservation Commission so that it can make sure that the repair is appropriate. In other cases, you may have to go before the Commission itself. You can handle this yourself, or you can have your contractor handle it for you. Once the Commission or the staff signs off, you can then get your building permit from the Department of Licenses, Permits & Inspections.

## HOW LONG WILL THE REVIEW TAKE?

Generally, all applications will be heard by the Historic Preservation Commission within one (1) month. An application for historic review will be placed on the next Commission agenda if an application is received at least seven (7) days prior to the meeting.

## WHAT IF COMPLYING IS TOO EXPENSIVE?

Most of the time, it costs no more to comply with the ordinance than to not comply with it. Architectural preservation is usually a matter of being aware of what preserves your building rather than a matter of cost.

The ordinance requires the Commission to promote flexibility of materials and design so as to maintain economic feasibility. It requires the Commission to consider economic hardship and sets standards for assessing hardship. It also precludes the Commission from imposing requirements that raise the cost of an improvement by more than 20%. It also requires the Commission and its staff to find reasonable ways to make compatible improvements within that price range.

If you believe that it will be too expensive to comply with the ordinance, you have the right to request a hardship exemption. The staff can provide you with an application form and explain what you will need to do to demonstrate hardship.

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## WHAT IF THE STAFF OR THE COMMISSION DOES NOT LIKE MY PLAN?

The staff will work with you to help you make the improvement or repair in a way that is compatible with the character of your building. The ordinance requires the Commission and the staff to help you find inexpensive ways to comply with the ordinance.

## ARE THERE ANY WRITTEN MATERIALS THAT CAN HELP ME?

The city has prepared a booklet on design guidelines that gives examples of recommended and not recommended ways to make repairs. Ask for a copy at the desk.

## WHERE ELSE CAN I GO FOR HELP?

Your starting point should be the staff in the Planning Division of the Department of Municipal Development on the 3rd floor of 27 West Main Street, Suite 311, New Britain, CT, (860) 826-3430. Other entities you can contact for free advice and assistance include:

Connecticut Commission on Culture and Tourism  
One Constitution Plaza  
Hartford, CT 06103  
[www.cultureandtourism.org](http://www.cultureandtourism.org)  
(860) 256-2800

Connecticut Trust for Historic Preservation  
940 Whitney Avenue  
Hamden, CT 06517  
[www.cttrust.org](http://www.cttrust.org)  
(203) 562-6312

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# NEW BRITAIN'S "NEW" PRESERVATION ORDINANCE



## WHY WAS IT ADOPTED?

## WHAT DOES IT MEAN FOR YOU?



**Prepared by the  
Historic Preservation Commission  
and the  
Department of Municipal  
Development**



## WHAT IS THE NEW BRITAIN PRESERVATION ORDINANCE?

It is a City Ordinance adopted by the Common Council and signed into law in September 2011. It is intended to help property owners preserve and improve the appearance and architectural character of their buildings when they make repairs or improvements to their properties.

## WHY IS THIS ORDINANCE IMPORTANT?

It has been widely recognized that many of New Britain's neighborhoods and business areas have a rich array of historic architecture. These historic properties make New Britain unique. They form a link to the past, provide beauty and serve as an important source of community pride and cultural identity. If you are fortunate enough to own one of these historic properties, you should take great pride in it.

By maintaining and improving your property in accordance with the historic preservation guidelines, you are helping to make New Britain a better and more beautiful place to live and do business.

The New Britain Historic Preservation Ordinance helps encourage the protection and preservation of these architectural resources.

## WHY SHOULD I FOLLOW THE HISTORIC PRESERVATION ORDINANCE?

Preserving and enhancing the appearances of our historic resources will help make New Britain more attractive to homebuyers, home owners, residents, tourists, visitors, businesses and shoppers. It fosters civic pride and can be an economic benefit to the entire community.

For an individual property owner, historic preservation is also a cost effective way to preserve and increase the property value. While historic preservation may sound expensive and troublesome, it can actually be a very sensible and cost-effective approach to maintaining your property.

Properties that are listed on the National Register or in a National Historic District are eligible for certain grants and tax credits.

Most materials required in restoration are available at your local home improvement store. Where specialty items are needed, the City has a list of sources where specialty items can be found and advice can be sought. No property is maintenance free; all properties eventually need a new roof (15-20 years), paint (7-10 years), porch floors (50 years), windows (80 years), and clapboards (150 years). Property owners should budget for these items. More important, however, when making material selections and color selections, property owners should be aware of the historic character of their properties and make appropriate selections. The goal of the historic preservation guidelines is to revitalize neighborhoods in a cohesive and thematic way, adding value to neighborhoods while transforming the perceptions of neighborhoods as historic rather than just old.

## WHY PRESERVATION?

- To stabilize and increase property values.
- To enhance your neighborhood — to make it a nicer place to live.
- To foster neighborhood pride — New Britain's unique historic architecture is very special and is something that we should all be proud of.
- To promote property maintenance and rehabilitation.
- To keep the character of your building alive for future owners of the property.

## WHO NEEDS TO APPLY?

Any property owner doing work on a property that is listed on the State or National Register of Historical Places or any property which is located within a National Historic District will need to apply, if they are doing any type of exterior work which requires a building permit and which is visible from the street.

## HOW WILL I FIND OUT IF I AM COVERED?

If you do not know at the time that you apply for a building or demolition permit, the Department of Licenses, Permits & Inspections will check your address. If your property is covered by the Ordinance, the Department of Licenses, Permits & Inspections will refer you to the appropriate person to assist you. A listing of all properties will be on the City's website. ([www.newbritainct.gov](http://www.newbritainct.gov))

## HOW DO I APPLY?

Applications for historic review are available on the City's website ([www.newbritainct.gov](http://www.newbritainct.gov)) and Department of Municipal Development. Applicants should fill out the application form and provide photographs of the front and side of the building, detailed photographs of the area of work, and photographs of the streetscape and adjacent buildings. The applicant should also supply either two sets of architectural plans, or a description of the work to be done including materials to be used.

