

# Wellfleet Historical Commission

300 Main Street – Town Hall – Wellfleet, Massachusetts 02667

[Wellfleethistoricalcommission@gmail.com](mailto:Wellfleethistoricalcommission@gmail.com)

## Application Directions

**Please complete the attached Application for WHC Review in its entirety.** Your complete application and supporting materials should be submitted electronically **in PDF format** to [Wellfleethistoricalcommission@gmail.com](mailto:Wellfleethistoricalcommission@gmail.com), **with the address of the property in the subject line.**

Provide drawings of the existing conditions and the proposed conditions arranged side by side, or above and below each other for easy comparison. Please also provide photographs of all impacted exterior elevations. Hand drawings will be accepted if drafted drawings are not available.

Provide a site plan or survey, if available.

Provide details and manufacturers' specification sheets of materials such as windows, doors, siding, roofing and masonry, if applicable.

All application materials including the application form, drawings, photos and manufacturers' specification sheets must be submitted in **PDF format**. In addition, please prepare one paper copy of the entire submission for the permanent record. This can be mailed to or dropped off at the **Wellfleet Building Department, 220 Main Street, Wellfleet MA 02667**.

**Please submit your complete application at least 5 business days prior to the meeting date.** This enables Commission members to visit the site and review your application prior to the meeting.

*Please note:*

Paint color is not subject to review.

Interiors are not subject to review.

The policy on roofing, decking, and siding projects is as follows: if replacement is in kind, like for like, the project does *not* require review.

The Wellfleet Historical Commission meets on the first Wednesday of each month at 5:00 pm via Zoom.

Please visit the Town of Wellfleet Calendar for meeting details: <http://wellfleet-ma.gov/> and visit the Wellfleet Historical Commission portion of the Town of Wellfleet website to learn more about our guidelines and requirements.



Application for WHC Review

Owners Name: \_\_\_\_\_

Owners Mailing Address: \_\_\_\_\_

Owners Email / Phone Number: \_\_\_\_\_

Address of Property seeking Permit: \_\_\_\_\_

Brief Description of each building in question: \_\_\_\_\_

Reason you are requesting a Building Permit / Brief Description of the proposed work:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Materials or products intended for use when proposing an additional structure, partial demolition/replacement, or reconstruction: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approximate age of any existing materials to be removed: \_\_\_\_\_