



CHATHAM HISTORICAL COMMISSION  
*Chatham, Massachusetts 02633*

November 2, 2020

Greetings "Preservationist",

2021 will mark the 17th anniversary of the "Chatham Preservation Awards" program. The Historical Commission, Historic Business District and the Historical Society, sponsors of the program, once again ask you to consider your recently completed projects in Chatham to assess if they meet the program criteria.

We strongly believe that this program has been a "Win-Win" opportunity for the preservation of Chatham's historic resources as well as the architects, builders and developers who choose to work in Chatham, and the property owners. Together we have recognized the good work that can be accomplished in meeting modern living requirements while respecting the historic "Sense of Place by the Sea" that Chatham offers.

We look forward to hearing from you!

Thank you,

*Frank Messina/mac*

Frank Messina  
Chatham Preservation Awards Committee



CHATHAM HISTORICAL COMMISSION  
*Chatham, Massachusetts 02633*

## 2021 Chatham Preservation Awards

### Program Information & Application

Launched in 2004, the Chatham Preservation Awards program aims to honor noteworthy efforts by local property owners and others to preserve and maintain historic residences and other important historic resources.

Sponsored jointly by the Town of Chatham Historical Commission, Historic Business District Commission and The Chatham Historical Society, the Awards are presented biennially to local projects for a broad range of preservation activities, including stabilization, rehabilitation, restoration and adaptive reuse of historic structures; sensitive additions and modernization; preservation of historic streetscapes; landscape preservation; and archaeology.

Award-winning projects can include private residences, commercial properties, publicly owned buildings, not-for-profit institutions and historic landscapes. Properties must be at least 75 years old to be eligible and primary emphasis will be given to exterior preservation, rehabilitation or restoration (but if interior work is open to the public, it is also eligible for consideration).

Nominations will be judged on the basis of the following criteria:

- The historical and architectural significance of the property preserved by the project,
- Sensitivity to the historic integrity of the building and its site, including streetscapes,
- Preservation or replication of historic materials and quality of project craftsmanship,
- Impact of the project on the preservation of the town's historic fabric, neighborhoods and resources.

The 2021 Preservation Awards will be considered for projects completed between January 1, 2009 and December 31, 2020. The final selection of award-winning projects will be made by a committee formed of representatives from the three sponsoring organizations. Where appropriate, the projects will also be evaluated using the U.S. Secretary of the Interior's Guidelines for the preservation and rehabilitation of historic structures (see p. 4).

A project can be nominated either by the property owner or by another individual or group, such as a neighborhood organization, building contractor, architect or town body. Nominations from the general public are strongly encouraged.

## NOMINATION REQUIREMENTS & CHECKLIST

### A complete nomination package must include the following items:

\_\_\_\_\_ Completed Nomination Form

\_\_\_\_\_ Project narrative – Provide details on the history and significance of the house or site, the project's goals, and a description of the work involved in the preservation effort.

\_\_\_\_\_ List of Contributors – On a separate sheet of paper, provide the names and addresses of major contributors to the accomplishment of the project. This may include architects, contractors, crafts people, consultants, and other professionals, as well as volunteers, nonprofit organizations, and municipal offices.

\_\_\_\_\_ Photographs – Include four or more **high resolution** color photographs, preferably showing the structure or location before, during and after the project. Historical images are also be appreciated. Note that photographs will not be returned. Please note: one of these photographs will be chosen for the award poster that will be displayed at the Town Hall Annex.

\_\_\_\_\_ Additional Information – Include any additional materials and information of significance to the nomination.

## APPLICATION GUIDELINES

- Please provide 15 hard copy packets of the following materials:
- All materials must be clearly identified with the name/address of the nominated project.
- For building and landscape projects, include clearly identified “before” and “after” shots.
- Photos of the work in progress and when completed. Clear, well-composed photographic images taken in good weather conditions are strongly encouraged. Digital images are acceptable (JPEG or TIF) at a **high resolution of at least 300 DPI**.
- Additional materials may be requested.
- All submissions become the property of the Chatham Preservation Awards Committee and will not be returned.
- Nominator grants permission for materials to be used for presentation and publicity purposes.
- Appropriate credit will be given.
- Award winners will be notified by mail, usually in March.
- Send application fee of \$50.00 payable to the Town of Chatham by 1/28/2021 to address below.
- There will be a maximum of 8 awards given in each year. If an insufficient number of nominations are received the award ceremony will be held the following calendar year.

➤ **DEADLINE FOR SUBMISSION OF PAPERWORK:** January 28, 2021

➤ **PLEASE MAIL OR DELIVER NOMINATIONS TO:**

Chatham Historical Commission - Town Hall Annex – 261 George Ryder Road -  
Chatham, MA 02633

➤ **PLEASE EMAIL NOMINATION PACKAGE TO:** [mclarke@chatham-ma.gov](mailto:mclarke@chatham-ma.gov)

**CHATHAM PRESERVATION AWARDS  
NOMINATION FORM**

**Project Nominated**

(Include Project Address, Name of Present Owner(s), and Historic Name if applicable)

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When was project completed? \_\_\_\_\_

**Nominator**

Name

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Title & Organization (if applicable)

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Mailing Address

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City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

**Property Owner (if different from Nominator)**

Name

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Mailing Address

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City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail \_\_\_\_\_

For further information, visit the Chatham Historical Commission pages of the town web site:  
[www.chatham-ma.gov](http://www.chatham-ma.gov) or the Chatham Historical Commission Staff Liaison at 508-945-5168

**The U.S. Secretary of the Interior's Guidelines for  
Rehabilitation of Historic Structures**

"Rehabilitation" is defined as the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values. The Standards for Rehabilitation are as follows:

1. Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.
2. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
3. All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.
4. Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
5. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
6. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
7. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
8. Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.
9. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
10. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

Revised 10/22/2020