



*Town Of Chatham*  
*Historic Business District Commission*

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**MEMORANDUM (Revised)**

**TO:** Justin Post, Building Commissioner

**FROM:** Daniel Sylver, HBDC Chairman

**DATE:** September 19, 2016

**SUBJECT:** Demolition Authorized under Section 5 of the Historic Business District Enabling Legislation

Section 5 of the Historic Business District enabling legislation (Chapter 641 of the Acts of 1985, as amended in 2010) authorizes the Building Commissioner to order the demolition without a permit (Certificate of Appropriateness) being issued by the Historic Business District Commission (HBDC) of any building or structure which in his/her opinion is unsafe or dangerous and presents a threat of **imminent** danger. This provision is further reinforced by Massachusetts General Law (MGL) Chapter 143, Section 6.

At the same time, the HBDC has its obligation to preserve buildings in its jurisdiction, particularly those which are older than 75 years and for which there is on file a Massachusetts Historical Commission's Form B. It is for this purpose that the following protocol has been developed and approved by the HBDC in consultation with the Building Commissioner. The intent of this protocol is to provide a means by which additional historic information may be gathered and the historic structure or portions may be preserved to the maximum extent possible.

When the Building Commissioner is informed or determines that a building is unsafe and dangerous, he/she will take immediate steps to have the property secured and provide written notification of his/her determination to the HBDC. This notification will, at a minimum, include:

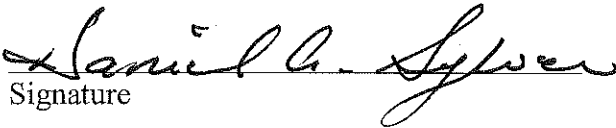
- the name and contact information for the property owner;
- the basis for the Building Commissioner's determination, with any reports including reports from any structural engineers commenting on its condition;
- the steps taken to secure any historical materials or portions of the building;
- the property's Form B and any available information about the history of the structure and property;
- the time frame in which a demolition order may be issued.

Upon notice from the Building Commissioner, the HBDC will make reasonable efforts to conduct a site visit and hold a public hearing prior to the issuance of a demolition permit.

On September 7, 2016 the HBDC reviewed the procedure set forth above and authorized the Chairman to execute this memorandum.

**Chairman, Historic Business District Commission**

DANIEL A. SYLVER  
Printed Name

  
Signature