

## HISTORIC BUILDING PLAQUE GUIDELINES

### I. PURPOSE

Historic Building Plaques give recognition to those buildings in the City that constitute an important physical feature of Winchester's heritage.

### II. CRITERIA FOR ELIGIBILITY

Building should have architectural and/or historic interest of justify consideration. The BAR reserves the right to deny eligibility for a plaque if the exterior of the structure has been so substantially altered or reconstructed as to no longer to constitute an early building. The Board reserves the right of denial for eligibility of a plaque to any structure that has been and continues to be maintained in a state of undue disrepair. The BAR will consider all requests for plaques and issue same using the following standards:

1. Classification standards of buildings
  - (a) Architectural significance
  - (b) Date of construction
  - (c) Architectural style
  - (d) Method of construction
2. Current Building Inventory Characteristics
  - (a) Appropriateness of restoration
  - (b) Grounds
  - (c) Contribution to streetscape
3. Existing Condition of Building
  - (a) Present condition
  - (b) Appropriateness of past alterations
4. Historic/Architectural presence in the Community
  - (a) Historical importance
  - (b) Architectural importance
  - (c) Unique characteristics (exterior and/or interior)

### III. PROCEDURES

An application for a Historic Building Plaque must be obtained from the Planning Department and filed before April 1. Plaques will then be issued during National Preservation Week, the second week of May. The application is responsible for purchasing their plaque directly from a vendor whose information is available in the Planning Department. An owner/applicant may resubmit a request for a historic plaque as many times as desired.

Where a single eligible building has been subdivided, the BAR will consider granting plaques to individual units in appropriate circumstances, provided such units have separate outside entrances and street addresses. The BAR reserves the right to require that the plaques be displayed in an appropriate manner visible from public ways.