

Town of Berlin HDC Regulations  
Adopted Mar 3, 2008/Amended Jan 4, 2016

course of the hearing shall be recorded in like manner.

Section 5. Certificates of Appropriateness

No building or structure shall be erected, altered, restored, moved, or demolished within the Historic District until an application for a Certificate of Appropriateness as to exterior architectural features has been submitted to the Commission and approved by said Commission. A Certificate of Appropriateness shall be required whether or not a building permit is required. Nothing in these regulations shall preclude the relocation of a historic structure into or within the District; however, a Certificate of Appropriateness shall be required for such an activity. Public hearings shall be held prior to the issuance of any Certificate of Appropriateness.

As used in the above, "erected" means constructed, built or installed; "altered" means changed, modified, rebuilt, reconstructed, or enlarged; "building" means a combination of materials forming a shelter for persons, animals, or property; "structure" means any combination of materials, other than a building, which is affixed to the land, and shall include, but not be limited to, signs, fences and walls. "Exterior architectural features" shall include such portion of the exterior of a structure as is open to view from a public street, way, or place.

The style, material, size, and location of outdoor advertising signs and bill posters within the Historic District shall also be under the control of the Commission.

In addition, no area within the Historic District shall be used or expanded for industrial, commercial, business, home industry, occupational or any other than residential parking whether or not such area is zoned for such use, until after an application for a Certificate of Appropriateness as to parking has been submitted and approved by the Commission.

No Certificate is required for work certified by the Building Inspector as necessary for the immediate public safety because of a situation that is unsafe or dangerous. The Building Inspector shall notify the Commission when such work has been authorized.

If a building or structure is to be demolished, no demolition shall occur for 90 calendar days from issuance of a demolition permit if during such time the Commission or the Connecticut Historical Commission is attempting to find a purchaser who will retain or remove such building or who will present some other reasonable alternative to demolition. At the conclusion of such 90-day period, the demolition permit shall become effective and the demolition may occur. Nothing in this paragraph shall be construed to mandate that the owner of such property sell such property, building, or structure.

5.1 APPLICATION

5.1.1 Application forms for a Certificate of Appropriateness shall be available to the public at the Planning and Building Department at Town Hall.