

**NOTICE OF INTENT TO DEMOLISH
CITY OF NEW HAVEN, CONNECTICUT**

DATE (mm/dd/yyyy): _____

This Notice of Intent to Demolish is being furnished to you by the owner of the structure listed below, in accord with the provisions of Article II, Section 9-50 of the New Haven Code of Ordinances regarding Delay of Demolition of Historic Resources.

A ninety (90) day Delay of Demolition is being imposed because the structure is listed in any of the following:

- The New Haven Historic Resources Inventory**
- The National Register of Historic Places as an individually listed property**
- The National Register of Historic Places as a contributing property within a National Register Historic District**

The structure proposed for demolition is located at:

ADDRESS: _____

TAX MAP-BLOCK-PARCEL NO: _____

OWNER OF PROPERTY: _____

DESCRIPTION OF BUILDING(s) PROPOSED FOR DEMOLITION:

REASON FOR DEMOLITION:

A copy of the *Certification of Notification of Posting of Intent to Demolish* is on file with the City Plan Department, 165 Church Street 5th Floor and the Building Department, 200 Orange Street, 5th Floor, New Haven Connecticut

PROCEDURE FOR DEMOLITION OF A STRUCTURE WITH HISTORIC SIGNIFICANCE

Demolition Delay Ordinance (Article II, Section 9-50 of the City Code of Ordinances), effective July 1, 1990, recodified January 3, 2006:

A structure is subject to the Demolition Delay Ordinance if it is listed on the Historic Resources Inventory, individually listed on the National Register of Historic Places, or if it is a contributing property within a National Register Historic District. The Ordinance provides a 90-day waiting period for all parties to consider and put forth appropriate alternatives to destruction of historic resources which would otherwise be unprotected.

If a property is subject to the Delay of Demolition Ordinance, the owner (or agent) must first complete the following steps:

- Obtain an **Application to Demolish** from the Building Department at 200 Orange Street, 5th Floor.
- Obtain **Certification of Notification and Posting of Intent to Demolish** package from the City Plan Department, 165 Church Street, 5th Floor, and complete as follows:
 1. Send *Notice of Intent to Demolish* to abutting property owners by certified mail with return receipt (green return receipt cards to be provided with application);
 2. Send *Notice of Intent to Demolish* to Clerk of Historic District Commission by certified mail with return receipt (see List of Interested Parties);
 3. Send *Notice of Intent to Demolish* to List of other interested parties by regular mail (see list of Interested Parties);
 4. Post the *Notice* sign on the site in a protected location(s), readable from a public street. (If the building is large, post the sign in several conspicuous places.)
- File completed **Certification of Notification and Posting of Intent to Demolish** form with City Plan Department including proof of certified mailings. (Once signed by City Plan, this commences 90-day period after which a demolition permit may be obtained according to the State Demolition Code (CGS, Sec. 29-401 et seq.).
- Wait 90-day Period.
- Once 90-day period is up, applicant may file **Application to Demolish** with the Building Department.
- 5. Application Fee: \$100. Mail a check payable to the City of New Haven to the Historic District Commission, City Plan Department, 5th floor, 165 Church Street, New Haven, CT, 06510.

Exemptions from the Ordinance: An historic property is exempt from this process if any of the following conditions apply:

- A local or state official having authority has ordered demolition because of a threat to public health or safety;
- It is contained on a specific list of properties to be demolished as part of an approved project or planned development as approved by the Board of Aldermen, City Plan Commission, Redevelopment Agency, or Board of Zoning Appeals with at least one public hearing;
- It is a non-documented outbuilding or non-contributing ancillary structure located on the property of a non-exempt structure;
- It is located within a Local Historic District (see below).

However, even if the property is exempt, prior to applying for a demolition permit, the owner is required to notify the State Historic Preservation Officer (SHPO) who will determine whether the demolition will constitute an adverse effect. If so determined by the SHPO, the City is required to provide the Advisory Council on Historic Preservation with an opportunity to review and comment on the project, prior to issuance of a demolition permit.

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Local Historic District: In order to destroy a structure within the Wooster Square, Quinnipiac River, or City Point Local Historic Districts, an application for a *Certificate of Appropriateness* must be filed with and approved by the Historic District Commission. Contact the City Plan Department at 203-946-8237 for application details.

Use of Certain Public Funds for Demolition: When certain federal funds (i.e. CDBG, HOME, Rental Rehab, and Emergency Shelter Grants) are to be used for demolition, the property must go through the environmental review process as required by the Department of Housing and Urban Development (HUD). Contact the City Plan Department at 203-946-7814 for details.

Duration of Demolition Permit: If demolition does not commence within six months of issuance of a demolition permit by the Building Department, the permit shall be declared null and void by the Building Official.

For further information on demolition of historic resources, contact the City Plan Department at 203-946-8237 or 203- 946-6379, or the Building Department at 203-946-7012.

NOTICE

Address:

Building:

Owner:

**THIS BUILDING
PROPOSED
TO BE DEMOLISHED**

Info: 203-946-8237

City Plan Dept.

165 Church St.

New Haven, CT 06510

THIS NOTICE MUST BE PROMINENTLY POSTED AND VISABLE FROM THE STREET