

Frequently Asked Questions

Ring's Island Neighborhood Preservation District (NPD)

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What is the purpose of the Ring's Island NPD bylaw?

- To preserve and protect the unique character and streetscape of the NPD properties on Ring's Island.

- To limit the detrimental effect of demolitions, and incompatible new construction and substantial additions on the character and streetscape of Ring's Island.

How does the NPD bylaw accomplish its purpose?

- The NPD Committee reviews proposed demolition, new construction and substantial additions of homes included in the NPD, for compatibility with the existing buildings, setting, streetscape and neighborhood character.

What properties are included in the NPD?

The NPD only includes properties whose owners want to be included. These properties are listed in Appendix A of the NPD bylaw and shown on a map which is a part of the NPD bylaw.

Can a homeowner opt into, or out of, the NPD?

After the NPD bylaw is approved by Town Meeting, properties may be added or removed from the NPD only by amendments approved at another Town Meeting.

See Section 163-3 of the NPD bylaw.

Is there anything in the NPD bylaw that affects a homeowner who is not in the NPD?

No. See Section 163-1 of the NPD bylaw.

Who is on the committee that reviews projects in the NPD?

A five-member committee, appointed by the Selectmen, is composed of Salisbury residents including, if possible, at least three residents of Ring's Island with a preference for owners of NPD properties. It may also include an architectural designer and a building contractor experienced in the renovation of older homes. The Selectmen may also appoint up to two alternate members

What projects are excluded from review?

1. Projects that do not require a building permit, such as routine maintenance of buildings.
2. Interior building alterations.
3. Temporary buildings, such as trailers, manufactured buildings, tents, porta-potties, etc.
4. Interior building alterations.
5. Exterior alterations that do not increase the size of the building, including exterior building colors, installation/replacement of windows, screens, storm windows, doors, gutters, downspouts, shutters, siding or roofing.
6. Structures that are buildings or parts of buildings, such as fences, trellises, pergolas, etc.
7. Small addition (does not increase the gross floor area* either by more than 1,000 square feet or by more than 30%).
8. Construction of a new principal building that is not within 60 feet of the street.
9. Construction of a new principal building that is not visible from the street.

10. Additions to a building that are not within 60 feet of the street.
11. Additions to a building that are not visible from the street.
12. Accessory Buildings that are not within 60 feet of the street.
13. Reconstruction of an NPD building damaged or destroyed by fire, storm or other disaster, where the planned reconstructed building does not increase the gross floor area* of the original building either by more than 1,000 square feet or by more than 30%.

My project is exempt from review, but I need a building permit. What document do I upload to the CitizenServe permitting system?

It depends on the type of exemption.

For exemptions 2-6 listed above, contact the NPD Committee via email describing your project and requesting exemption. The NPD Committee will reply by email and the email reply can be uploaded to CitizenServe as documentation of exemption.

For exemptions 7-13, download the exemption request form, fill it out and submit it along with any other required documents to the NPD Committee for their signature. To submit it, you put it in the NPD Committee mail slot at Town Hall and email the Committee informing them that the form is at Town Hall awaiting signature.

After signing it, the committee will email you a scanned version of the signed exemption request form, which can then be uploaded to CitizenServe as documentation of exemption.

What projects are reviewed by the NPD Committee?

- Demolition or partial demolition of an NPD building, i.e., a building whose owner has chosen to be included in the NPD.
- New construction of NPD buildings, provided that only those parts of the new building that would be visible from a street are reviewed, including:
 - a new principal building,
 - reconstruction of a principal building following demolition and
 - new accessory buildings that would be within 60 feet of the street.
- Substantial additions to an NPD building in the NPD that would be within 60 feet of the street, provided that only those elements of the proposed addition that would be visible from a street are reviewed.

See Section 163-10 A of the bylaw

Does partial demolition of a building on an NPD property require binding review?

Partial demolition is demolition of 50% or more of a building. Partial demolition on an NPD property is reviewed.

Does building a new accessory building on an NPD property always require binding review?

It depends. If the accessory building is both (a) within 60 feet of the street and (b) visible from the street, then a binding review is required. Only those parts of the building that are visible from the street are reviewed.

Does building a new principal building on an NPD property always require binding review?

Yes, but only those parts of the building that are visible from the street are reviewed.

Does building an addition to an NPD building require binding review?

It depends. Only substantial additions that are both (a) within 60 feet of the street and (b) visible from the street require review. Only those parts of the building that are visible from the street are reviewed. Smaller additions do not require review regardless of the distance from the street and/or the visibility from the street.

What is a substantial addition?

A substantial addition is one that increases the gross floor area of the building either by more than 1,000 square feet or by more than thirty percent (30%).

How do I apply for a review by the NPD Committee?

Download the Application for a Certificate to Alter form, fill it out and submit it to the NPD Committee for a review of its completeness and their signature. To submit the form, you put it in the NPD Committee mail slot at Town Hall and email (ringsislandNPD@gmail.com) the NPD Committee informing them that the form is at Town Hall awaiting signature.

See Section 163-10 B,C,D of the bylaw.

How long is the review process?

The NPD Committee must hold a hearing within 30 days of receiving a completed application and must reach a decision within 60 days of that date, unless an extension is requested and granted. There is then a 20-day appeal period, after which a signed Certificate to Alter will be available to be uploaded to the CitizenServe permitting system.

See Section 163-10 E,F,G of the bylaw.

What criteria are used when reviewing demolition?

- Showing that alternatives to demolition were considered and no alternative is reasonably feasible or the building has been determined structurally unsound, and
- The committee also approves the applicant's proposal either for new construction to replace the building or for restoration of the site without replacing it.

See Section 163-11 A of the NPD bylaw.

What criteria are used when reviewing new construction?

- Height, proportions, shape and scale should be compatible with the style and character of neighboring buildings.
- The relation of a new building to the open space between it and neighboring buildings and to the street should be compatible with the existing relationships among neighboring buildings.
- Garages and accessory buildings which are within 60 ft. of the street should be sensitively integrated into the overall development, and should not be the predominant design feature when viewed from the street.

See Section 163-11 B of the NPD bylaw.

What criteria are used when reviewing substantial additions?

- Height, proportions, shape and scale should be compatible with the style/character of principal building.
- The relation of the addition to the open space between it and neighboring buildings and to the street should be compatible with the existing relationships among neighboring buildings.

See Section 163-11 C of the NPD bylaw.

Can another town board /committee overrule a decision by the NPD committee?

No. Each town board/committee makes its own decision, independent of the other boards or committees.

See Section 163-14 of the NPD bylaw.

Can an applicant appeal a determination by the NPD committee? Can anyone else appeal the decision?

Any notified party, including the applicant, can appeal a decision from any town board/committee to the state courts.

See Section 163-15 of the NPD bylaw.

