CPC FY28 APPLICATION INSTRUCTIONS, FORM, CHECKLISTS & REQUIRED ATTACHMENTS

Final CPC Applications are Due Friday, October 2, 2026 by 11:00 am.

Submit two (2) printed copies and one (1) digital copy of the application, including all attachments, to:

Community Preservation Committee
c/o Department of Planning & Economic Development
Fairhaven Town Hall
40 Center Street
Fairhaven, MA 02719

Attach the following with all final applications: Please note additions to this year's application
Address each item as it applies:

- **Narrative:** A complete and detailed description of the project and, when applicable, of the property involved and its proposed use. Describe how the project will benefit the Town and the citizens of Fairhaven and how the project is consistent with the Community Preservation Plan's "Guidelines for Submission" and "Review and Recommendation Criteria." Include a work plan showing the anticipated steps or phases for completion of the project and the timing and estimated cost of each phase.
- **Checklist:** Check off and address each criterion that applies to your proposal on the checklists that are on pages 4-8 of this Application.
- **Site Control:** A copy of the deed, purchase and sale agreement, option agreement, or other document to prove that the applicant has site control; or the property owner's written consent to the application and to the proposed project. If site control is not established, please explain in detail.
- **Project Scope:** An itemized project scope, with details describing each item and its estimated cost.
- **Cost Estimate:** Professionally prepared appraisal; or professionally prepared cost estimate (or detailed cost estimate with full explanation by line item and back-up material). Large projects, historic preservation projects in particular, may require the assistance of a professional consultant.
- **Feasibility:** List and explain all further action or steps that will be required for completion of the project, such as environmental assessments, zoning or other permits and approvals, agreement on terms of any required conservation, affordability, or historic preservation restrictions, subordination agreements, and any known or potential barriers or impediments to project implementation.
- **Maps:** USGS topographical map, assessors map, and/or other map as appropriate, showing the location of the project.
- **Photographs:** Of the site, building, structure, and/or other subject for which the application is made.

Include the following, if applicable and available:

- Record plans of the land.
- Natural resource limitations (wetlands, flood plain, etc.).
- Zoning (district, dimensional and use regulations as applies to the land).
- Inspection reports.
- 21E Reports and other environmental assessment reports.
- Architectural plans and specifications for new construction and rehabilitation.
- Site plans and specifications.
- Maps, renderings, etc.
- Historic inventory sheet.
- Existing conditions report.
- Names and addresses of project architects, contractors, and consultants.
- Other information deemed useful for the Committee in considering the project.

Notes:

- Following the initial review of all applications, the Community Preservation Committee may request from applicants additional or more detailed information, and further clarifications to the submitted proposals. If the eligibility of the proposal for CPA funds is uncertain, the Committee may request from the applicant a legal opinion to help it assess CPA project eligibility and to provide answers to any other questions that the Committee may have before finalizing its recommendation to Town Meeting. If the Applicant has any questions about the eligibility of their proposal for CPA funding they may find detailed guidance in the Massachusetts General Laws for Community Preservation (Chapter 44B) at https://malegislature.gov/laws/generallaws/parti/titlevii/chapter44b

  or the Community Preservation Coalition website: https://www.communitypreservation.org/

  or the Fairhaven Community Preservation Committee website:

  https://www.fairhaven-ma.gov/community-preservation-committee

- Once the Committee has made a preliminary selection of projects for funding, the Committee will work with the applicants for those projects to advance them for funding by Town Meeting.
- The Committee reserves the right to attach conditions, and to require deed restrictions and additional agreements, before its favorable funding recommendation to Town Meeting.

PROJECT APPLICATION FORM – FY28

Applicant: BRISTOL COUNTY COMMISSIONERS **Submission Date:** 09.29.2026

Applicant's Address, Phone Number and Email

P.O. BOX 208, TAUNTON, MA 02780
(508)979-9505
tmoutinho@countyofbristol.net

Purpose: (Please select all that apply)

- ☐ Open Space
- ☐ Community Housing
- ☑ Historic Preservation
- ☐ Recreation

Town Committee (if applicable) or other sponsoring organization:

Project Name: New Bedford Superior Courthouse Window & Masonry Restoration

Project Location/Address: 441 County Street, New Bedford, MA 02740

Amount Requested: $ 85,000

Project Summary: In the space below, or attached sheets if necessary, provide a detailed summary of the project citing the elements of the Guidelines for Submission and Review and Recommendation Criteria found in the Application Guidelines.

The New Bedford Superior Courthouse (NBE.2486) was constructed in 1853 and designed by renowned architect Russell Warren in Greek Revival Style. The prominent institutional building is located within the County Street Historic District (NBE.A) and listed in the State and National Registers of Historic Places. Historically known as the Bristol County Courthouse, located at 441 County Street, New Bedford, MA , this structure has both architectural and historical significance.

The proposed restoration meets alll the specific Historic Preservation criteria within the Town of Fairhaven Community Preservation Plan for FY '28 with the goal to protect, preserve, enhance, and restore a significant historical structure through refurbishment and full restoration of the existing original windows and masonry.

The scope of work includes: 11 window restorations, to continue the building's ongoing window restoration project. This phase would complete both courtrooms. Masonry restoration to the main entrance facade will complete an elevation of the building facing County Street that is highly utilized and the focal point of this historical structure. Masonry restoration to include cleaning, joint repair, addressing cracked/spalling brick, repointing and sealing.

The project will follow the Secretary of Interior Standards for Treatment of Historic Properties and the specifications will be executed by an architectural firm with extensive historic preservation experience.

Estimated Date for Commencement of Project: Fall 2027

Estimated Date for Completion of Project: December 2027

General Criteria for All Projects – Check off and Address each criterion as it applies:

☑ Is the project consistent with the goals of the Town of Fairhaven *Community Preservation Plan*?

Yes, the goal of this project is to preserve a historical structure that is significant to the history of Bristol County especially to the City in which it resides and the surrounding communities.

☑ Does the project have other sources of funding? If so, indicate percentage.

To be determined.

☑ Does the project leverage additional or multiple sources of public and/or private funding?

To be determined.

☑ Does the project preserve a threatened resource?

Yes, a prominent historical structure.

☑ Is the project consistent with existing Planning Documents such as the Master Plan and Open Space Plan?

N/A

☑ Does the project comply with the zoning regulations?

N/A

☑ Does the project have a means of support for maintenance and upkeep, such as a defined maintenance plan?

Yes, Bristol County budgets for maintenance and custodial staff for this building.

☑ Does the project involve currently owned municipal assets?

No

☑ Does the project serve underserved populations or address more than one focus area of the CPA?

A function of this courthouse is to serve all populations

☑ Does the project reclaim abandoned or previously developed lands?

N/A

☑ Does the project require a Special Permit, NOI, Building Permit or other permitting? Please list all local and State permits you are aware of that the project will need?

Not for restoration work.

☑ Does the project have community support?

Yes

☑ Does the project have sufficient supporting documentation?

Yes

☑ Does the project provide a positive impact to the community?

Yes, this project reflects pride and the importance of preserving the culture and architectural significance that is the foundation of the community

☑ Has the applicant/ team demonstrated the ability and competency to implement the project as proposed?

Yes, the Facilities Superintendent has 36 years experience of involvement with public projects and has implemented and managed several historical restoration projects for the City of Fall River and the Bristol County Commissioners ranging from $50k - $3mil

☑ Does the applicant have site control, or the written consent by the property owner to submit an application?

Yes

Historic Preservation Selection Criteria - Check off and Address each criterion as it applies:

☑ Is the building on the National or State Register of Historic Places?

Yes ID: NBE.2486 a/k/a Bristol County Courthouse
DESIGNATION: Nat'l Register District (08/11/1976)

☑ Is the property eligible for listing on the National or State Register of Historic Places?

see previous question

☑ Has the property been included in the local Survey of Historic Properties (MACRIS)?

Yes. MACRIS MHC ID NBE.2486
AREA: NBE.A County Street Historic District

☑ Is the property in danger of being demolished?

No

☑ Are there potential archeological artifacts at the site?

Yes

☑ Did the property ever play a documented role in the history or is it noted in published histories of the Town?

Yes. Lizzy Borden Trial in 1893

☑ Are there any particularly important historic aspects about the property?

The building was designed in 1828 and constructed from 1830-1831. It opened as Bristol County Courthouse. According to the New Bedford Historical Commission this is the 2nd oldest active running courthouse in the State of Massachusetts. The building has remained a superior courthouse throught its history.

☑ Are there other potential uses for the property, which could benefit the Town?

Mock trials are held to assist students from the region to understand the legal system and gain experience in an actual court setting.

☑ Could the building be converted for affordable housing use while still retaining its historic character?

N/A

☑ Is the owner interested in preserving the historic integrity of the property?

Yes. Recent rehabilitation (within the last 3 years) includes facade restoration to the north side Court Street entrance and the main entrance facing County Street on the east side. The cupola has been restored, the entire roof replaced, new boilers installed and window are beginning to be restored.

☑ Does the proposal conform to the Secretary of the Interior's Standards for the Treatment of Historic Properties? Has previous work on the building conformed to the Standards?

Yes on both accounts. A historical architect has overseen all restoration projects. Restoration projects have also been approved by the Massachusetts Historical Commission.

☑ Was the structure built before 1921? Has it otherwise been identified as being historic or have cultural value?

Yes. The building was designed in 1828 and constructed from 1830 to 1831.

Recreation Criteria - Check off and Address each criterion as it applies:

- ☐ Will more than one age group use the project?
- ☐ Can the project be used by more than one activity (multi-use)?
- ☐ How many participants will normally use the project at once?
- ☐ Is this project the first of its kind in the Town or County?
- ☐ Are grants available to help pay for the construction? If so, has application been made for the grant?
- ☐ Does the project include considerations for additional parking?
- ☐ Can the project be used more than 1 of the 4 seasons per year?
- ☐ Does the project match the character of the surrounding area?
- ☐ Does the project include all normal safety considerations?
- ☐ Does the project meet all building and safety codes?
- ☐ Is the project accessible by pedestrians, bicycles, transit?

Open Space Criteria for Parcel Selection - Check off and Address each criterion as it applies:

- ☐ Is the project within the Nasketucket Watershed Area?
- ☐ Is the project with 100 feet of wetlands? Is the project with 200 feet of a river?
- ☐ Is stream and bank protection an issue? Is vernal pool protection a consideration?
- ☐ Would this proposal enhance protection of any FEMA designated floodway?
- ☐ Does the project include any Area of Critical Environmental Concern?
- ☐ Would this proposal contribute to preservation and/or creation of forested land?
- ☐ Will this proposal protect other parcels? Will this proposal impact other parcels?
- ☐ Does this parcel abut protected land? Does this parcel support a significant wildlife habitat?
- ☐ Is this parcel at risk for development? Did this parcel have a past proposal for development? Is it for sale?
- ☐ Are grants available? If so, has application been made?
- ☐ Does the property or structures have historic significance?
- ☐ Are there and stonewalls, old foundations, roads, trails, cart paths or scenic vistas?
- ☐ Are there any active or passive recreation possibilities associated with this parcel?
- ☐ Is this parcel suitable for a community garden or farm?
- ☐ Is this parcel suitable for nature observation and educational programs?

Affordable Housing Selection Criteria - Check off and Address each criterion as it applies:

- ☐ Will this involve the renovation of an existing building? If so,
  - ☐ Is the building structurally sound?
  - ☐ Is it free of lead paint? Is it free of asbestos, pollutants, and other hazards?
  - ☐ Is there Town sewerage? Or is the septic system in compliance with Title 5?
  - ☐ Does the building comply with building, sanitary and handicap accessibility codes?
  - ☐ Is this a conversion of market rate to affordable housing?
  - ☐ Is this a tax title property?
- ☐ Does this project involve the building of a new structure? If so,
  - ☐ Will the structure be built on tax title property, on Town owned land or donated land?
  - ☐ Will the building be free of environmental hazards?
  - ☐ Are there programs such as Habitat for Humanity involved?
  - ☐ Will the project be built on a previously developed site?
- ☐ Does the project provide housing that is similar in design and scale with the surrounding community?
- ☐ Does this serve the 60% income level population? Does this serve the 80% income level population?
- ☐ Is long-term affordability assured? Will this be geared to one age group?
- ☐ Will there be more than two bedrooms? Will there be multiple units?
- ☐ Will it be located near services (grocery, mass transit, etc.)?
- ☐ Will priority be given to local residents or employees of local businesses?