



TOWN OF CONCORD
COMMUNITY PRESERVATION COMMITTEE
 141 KEYES ROAD, CONCORD, MA 01742
 TEL. (978) 318-3290 FAX (978) 318-3291

Application for CPA Funding
Due no later than 4:00pm on Friday, September 16, 2022

Applicant: Town of Concord – Planning Division

Co-Applicant (if applicable): Concord Historical Commission

Project Name: Concord Historic Preservation Plan

Project Location/Address: community-wide

Purpose: (Select all that apply)

- Open Space Community Housing Historic Preservation Recreation

Project Budget:

Amount of CPA Funds Requested: \$ 50,000
 Amount from Other Funding Sources: \$ 0
 Total Project Budget: \$ 50,000
 (If multi-year project, note current phase only)

Please check which of the following is included with this Application:

- | | |
|---|--|
| <input checked="" type="checkbox"/> One Paragraph Project Summary * | <input checked="" type="checkbox"/> Timeline * |
| <input checked="" type="checkbox"/> Map (if applicable) | <input type="checkbox"/> Architectural plans, site plans, photographs
(if appropriate) |
| <input checked="" type="checkbox"/> Narrative * | <input type="checkbox"/> Copy of Audit or most recent Financial
Information (<u>Non Profit Organizations Only</u>)* |
| <input checked="" type="checkbox"/> Selection Criteria and Needs Assessment | <input type="checkbox"/> Letters of Support (if any) |
| <input checked="" type="checkbox"/> Detailed Project Budget * | |
| <input checked="" type="checkbox"/> Feasibility Assessment | |
| <input checked="" type="checkbox"/> Statement of Sustainability (if applicable) | |

* Required Documentation

The Contact Person for this Project is: Ann Clifford, Senior Planner

All Correspondence should be mailed to: 141 Keyes Road, Concord, MA 01742

The Contact Person can be reached by phone at: (978) 318-3290 or by email at:
aclifford@concordma.gov

Signature of Applicant: Marcia Rasmussen, Director DPLM

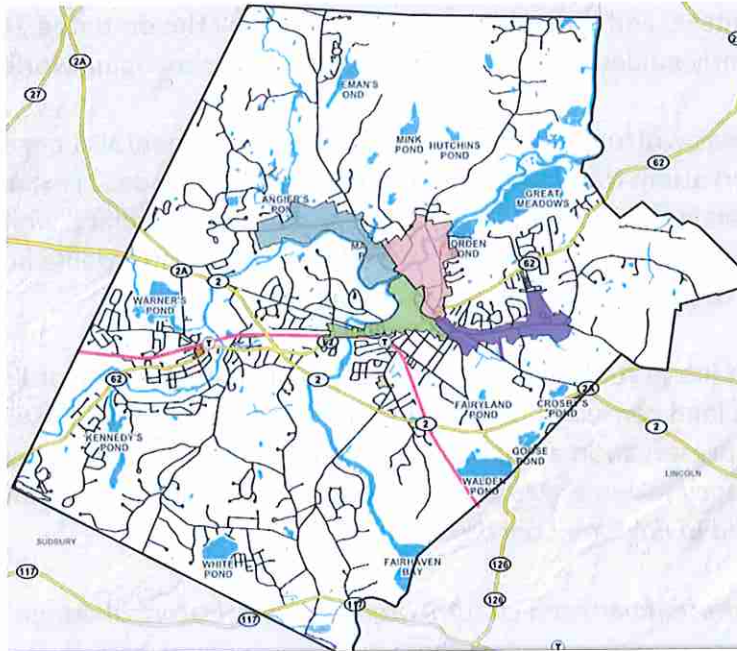
Signature of Property Owner (if different): H. J. Plunk, Town Manager

For Historic Preservation Projects Only – please check the box below left and acknowledge:

- I/We have read the **U.S. Secretary of the Interior’s Standards for the Treatment of Historic Properties** and understand that planning for and execution of this project must meet these standards

Brief Project Summary

The Town of Concord and the Concord Historical Commission seek \$50,000 in Community Preservation Act funding to hire a team of historic preservation consultants to create a Concord Historic Preservation Plan. The Plan will support the integrated, cross-disciplinary goals of the community-wide plan *Envision Concord, Bridge to 2030* (2018) and reflect national historic preservation priorities as we approach the 250th anniversary of the Battle of Lexington and Concord in 2025 and the founding of the United States in 2026.



The Town of Concord and its Historic Districts, 2022

Narrative, including CPC Selection Criteria and Needs Assessment

"Concord boasts an incredibly rich past that is celebrated by its residents. Today, Concord is well known for the extent, quantity, diversity and quality of its historical and cultural resources, especially those that have been in continuous use for centuries. These resources are essential attributes of Concord's unique character and contribute greatly to quality of life for residents and workers in addition to drawing visitors that boost the local economy."

2030

Concord is a place of reflection and inspiration, an enduring symbol of our nation with an extraordinarily powerful sense of place. To experience its streetscapes and landscapes is to experience the American story—from that of Native Americans and early English colonists who were drawn to this inland area at the confluence of three rivers, to the Minutemen and their families who fought for political independence from England, to African Americans seeking freedom from their enslavers, to 19th-century visionaries who declared America's intellectual and philosophical independence from Europe. Today, Concord's power of place attracts a remarkably thoughtful and engaged citizenry as well as a national and international audience seeking connections and inspiration.

With the 250th anniversary of the Battle of Lexington and Concord in 2025 and the founding of the United

States in 2026, Concord has an opportunity to support national goals of the U.S. Semiquincentennial Commission which “is charged with orchestrating the largest and most inclusive anniversary observance in our nation’s history.”

Due to Concord’s national significance, historic preservation is highly valued and well represented in Town of Concord community-wide planning documents like *Envision Concord, Bridge to 2030*; yet, the Town has not developed a specialized plan for historic preservation since 2001, in the early years of the internet. The Town, its Community Preservation Committee, and the public are underserved by the outdated 2001 *Historic Resources Masterplan* which currently guides decision making in the rapidly changing world of today.

In the two decades since the plan was written, dramatic societal and environmental changes helped reshape the approach and practice of preservation. National preservation priorities include: 1) expanding the narrative to reflect a more complete American story, relevant to all; 2) supporting sustainability, while preparing for and responding to climate change and extreme weather events; 3) addressing the affordable housing crisis; and 4) encouraging economic recovery in the wake of the global pandemic.

Similarly, *Envision Concord* takes an integrated, systems approach to planning for Concord’s future, looking across disciplines like preservation, land conservation, housing and economic vitality. Citizens and staff valued the educational aspects of historic preservation as highly as its regulatory aspects and specifically identified the need to “update the 2001 *Historic Resources Masterplan*” to inform decisions across multiple disciplines. Historic preservation goals identified in *Envision Concord* are:

- *Goal 1: Foster better collaboration between cultural organizations, historical groups, and local businesses for coordinated programs and events that will bring residents and visitors into town to experience Concord’s rich historic and cultural resource offerings.*
- *Goal 2: Promote education and awareness among residents, Town officials, the business community and visitors regarding the existence, variety and value of Concord’s historical and cultural resources. Based on coordinated materials developed under Goal 1, make information more widely and easily available with proactive community engagement.*
- *Goal 3: Undertake additional survey and study work to identify historic resources that are not adequately documented, not fully understood, or currently unknown.*
- *Goal 4: Review effectiveness of regulatory tools to better protect and preserve historic character and cultural resources.*

The 2001 *Historic Resources Masterplan* was a remarkable volunteer effort unique to Concord which grew out of a 1995 survey document titled, *Highlights of Concord’s Historic Resources*. Tables and survey information painstakingly documented in 1995 are now readily available through the MACRIS and MACRIS-Maps, the standard on-line sources for all historic assets in the Commonwealth created and maintained by the Massachusetts Historical Commission (MHC). Survey information for nearly 2000 historic assets in Concord are valuable reference documents ripe for further analysis within larger social and environmental contexts.

Taking a more inclusive and integrated approach to historic preservation planning than in the past, the Massachusetts Historical Commission has carefully developed state-wide standards and a matching grant program to encourage preservation planning in every community across the Commonwealth. The proposed project will adopt MHC's standard Scope of Work, customized to the unique goals, circumstances, opportunities and challenges in Concord. For example, the upcoming 250th anniversary of the battle of Lexington and Concord on April 19, 2025 presents an opportunity to share a more inclusive national story and celebrate the long history of historic preservation in this town and Commonwealth with an international audience.

The proposed Communitywide Historic Preservation Plan will help guide the town in:

1. Further identifying buildings, sites and structures of national, regional and local historical significance and their level of protection;
2. Ranking these resources in order of their historical significance, interpretive value, relevance today and level of preservation needs;
3. Identifying and recommending tools and resources to aid in the preservation of listed assets;
4. Developing a prioritized action plan, with schedule, to guide the local Historical Commission, Historic District Commission, Board of Selectmen, Planning Board and Community Preservation Committee in decision making that will further historic preservation through the community;
5. Helping spread awareness to visitors and community members alike of the value of cultural and historic resources and the benefits of historic preservation.

More specifically consultants will create the following products:

Phase A: Background (11 weeks)

- A review and analysis of model historic preservation plans
Introduction to historic preservation Planning
- A summary of an introductory meeting with Concord's Historical Commission and Historic Districts Commission
Annotated listing of preservation partners and stakeholders in Concord
- Historic context for Concord
- History of historic preservation planning in Concord
- Town-wide historic properties inventory analysis
- National Register of Historic Places analysis
- Municipal bylaws and regulations analysis

Phase B: Outreach (12 weeks)

- Municipal policy, management and capital improvements analysis
- Public forum and public awareness analysis

- Overview of the historic preservation opportunities, issues and challenges

Phase C: Recommendations (10 weeks)

- Historic properties inventory recommendations
- National Register recommendations
- Public awareness recommendations
- Municipal bylaws and regulations recommendations
- Municipal policy, management and capital improvement recommendations
- Five-year action plan
- Executive summary
- Draft Historic Preservation Plan including revisions to all previously prepared sections
- PowerPoint presentation at a public forum
- Public forum/comments summary report

Phase D: Final Plan (6 weeks)

- Bound and electronic copies of the final Concord Historic Preservation Plan, to be made accessible to all on the Town of Concord website

The project will result in a concise, updated printed *Historic Preservation Plan* particularly useful as a quick reference guide to homeowners and decision-makers in the Town of Concord. The published Plan will provide a valuable snapshot in time, but it is also envisioned as an on-line tool and living document, to be updated regularly.

This project is the first phase in the development of an on-line Historic Preservation Plan and Reference Guide which will eventually include links to numerous additional documentary resources, as described in *Envision Concord*. In keeping with town goals, the next phase will “identify a central clearing house for historical and cultural resources and interests that requires coordination by organizations and provides an easy one-stop shop for the public” in close coordination with the Concord Free Public Library, the Town Archivist, public schools, GIS and other Town Departments as well as cultural organizations within Concord and beyond.

Feasibility

The Concord Historical Commission will partner with Town of Concord Planning Division staff to manage this project which will follow Massachusetts Historical Commission standards for the preparation of Historic Preservation Plans, with guidance from the state. Following MHC best practices, a historic preservation consultant or team of consultants, with expertise in the humanities and/or public history, will be responsible for its implementation. Bid documents will adopt the standard MHC scope of work customized for Concord and will define a fixed price, allowing the CHC to select the best qualified bidder. The Historic Districts Commission will be a key collaborator. The Town of Concord Archivist and the Curator of Special Collections in the Concord Free Public Library will be available to assist in the planning for the web-based tool in preparation for the second phase of the project.

Budget

The Town of Concord and its Concord Historical Commission are seeking \$50,000 to hire a team of historic preservation consultants to implement this project. This figure is derived from the many examples of successful Massachusetts Historical Commission Preservation Planning Grant projects and will cover the full project cost of Phase I described in the Narrative above.

The CHC intends to apply for a reimbursable matching grant of \$25,000 from the MHC Preservation Planning Grant program. Because reimbursable state grants require local funding up front and because the result of Concord’s grant application to the state is not yet known, we seek the full amount of project funding from the CPC. Should the MHC award a matching grant of \$25,000 to the CHC, an equivalent amount would be returned to CPC. The CHC plans on returning to the CPC for funding for future historic preservation planning and survey work.

<u>Income</u>	<u>CPC FY2023</u>	
Historic Preservation Plan, Phase I	\$50,000*	
Total income		\$50,000

<u>Expense</u>		
Historic Preservation Plan, Phase I		
Consulting team of historic preservation planners to create the Plan – fixed price		\$50,000

**Should the Massachusetts Historical Commission award a \$25,000 matching grant to this project, \$25,000 would be returned to the Concord CPC.*

Timeline

This timeline is based on those carefully crafted by the Massachusetts Historical Commission to coincide with their bidding and funding schedule requirements.

Project timeline

July 1, 2023	CPC funding becomes available
July 1, 2023	MHC funding becomes available
July-August	Bidding and bid awards
Late September 2023	Project start date for preservation consultant
Early December 2023	Phase A: Background (11 weeks) completed
Late February 2024	Phase B: Outreach (12 weeks) completed
Early May 2024	Phase C: Recommendations (11 weeks) completed
Late June 2024	Phase D: Final Plan (6 weeks) completed
June 2024	Project completion

Statement of Sustainability

The cross-disciplinary Historic Preservation Plan will help integrate the Town of Concord's sustainability goals with its historic preservation goals. As part of this planning effort, the preservation team will review *Envision Concord, Bridge to 2020* (2018); *Concord's Climate Action and Resilience Plan* (2020); *Concord's Sustainability Guide for Historic and Older Homes* (ca. 2020); and *Concord's Sustainable Landscaping Handbook*. Importantly, the preservation team will also begin to identify historic resources most vulnerable to extreme weather events and climate change and describe mitigation strategies.

Outreach Strategy

Because outreach is so critical to the development of a useful planning document, an entire phase of the project is dedicated exclusively to outreach. The 12-week Outreach Phase includes seeking direct input from local boards and commission members, municipal staff, and input from local groups and organizations. Following MHC's specific guidelines, the consultant will seek direct input via phone, email or in-person interviews from the following:

- Local boards and commission members including, at minimum, the Select Board, Planning Board, Zoning Board of Appeals, Conservation Commission, Board of Health, Parks Commission, local Historic Districts Commission, Cultural Council, Chamber of Commerce, Building Committee, Community Preservation Committee, Housing Authority, 250th Committee
- Municipal staff including, at minimum, the Town Manager, Director of Planning and Land Management, Town Planner, Natural Resources Director, Senior Planner, Inspections staff, DPW Superintendent, Fire Department, Visitors Center and Library staff.
- Local groups and organizations such as cultural and historical institutions, museums, neighborhood groups, owners of historic residential and/or commercial buildings, Chamber of Commerce, and social organizations.

To supplement these direct outreach efforts, the consultant will convene a public forum to inform the Public Awareness Analysis which is a key product of the Outreach phase. A second public form will present recommendations of the draft Plan to the public and gather feedback to incorporate into the final planning document.

The final planning document will be available on the website and distributed to Town boards, commissions, departments, the Concord Free Public Library, and the Massachusetts Historical Commission.

Architectural plans, site plans, photographs if appropriate. Not applicable.

Letters of Support. Forthcoming.

Appendix

**SAMPLE TABLE OF CONTENTS
for a
Community-wide Historic Preservation Plan**

The Town of Lenox received a Massachusetts Historical Commission planning grant and utilized the state's standard Request for Proposals to develop a comprehensive Historic Preservation Plan customized to their community. This sample Table of Contents from the Town of Lenox plan could provide a starting point for discussion as the Town of Concord develops its own unique Historic Preservation Plan.

HISTORIC PRESERVATION PLAN

TOWN OF LENOX

Lenox, Massachusetts

**Prepared for the
Land Use Department
and Lenox Historical Commission
Town of Lenox**

**Prepared by
Heritage Strategies, LLC
Birchrunville, Pennsylvania**

September 2018

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ACKNOWLEDGEMENTS

Town of Lenox

Board of Selectmen

Ken Fowler, Chairperson
Dave Roche, Clerk
Neal Maxymillian
Warren E. Archey
Ed Lane
Channing Gibson (retired Spring 2018)
Warren Roche (retired Spring 2018)

Town Administrator's Office

Christopher Ketchen, Chief Administration Officer / Town Manager
Mary Ellen Deming, Director of Administrative Services

Land Use Department

Gwen Miller, Land Use Director / Town Planner / Project Manager
Peggy Ammendola, Land Use Clerk