

Sample Historic Resource Stewardship Plan

Historic Harrisville, Inc. – Cheshire Mill # 1 - Stewardship Plan - April 22, 2002

Historic Harrisville, Inc. believes that routine maintenance is the best means of preserving historic buildings. It works to bring the buildings in its care up to a high level of maintenance and then keep them there. A program that includes annual building assessments identifies failures and building needs early on, addresses them, and thereby reduces the need for large-scale repair projects. Such a program makes long range planning for major improvement items, such as roof replacements, possible.

Annual building assessments gather information on the existing condition of the structure and note possible causes. They are used to establish prioritized work plans, design repair strategies, and establish budget requirements for the next building season. A building assessment for Mill #1 includes the following elements:

- a. Foundation and site (dam, retaining wall, grade levels, drainage, parking area, signage.)
- b. Masonry walls (open mortar joints, displacement.)
- c. Metals (historic iron fire escape, ties)
- d. Wood trim (failing paint, rotting wood)
- e. Roof Flashings (missing slate, displaced flashings, roof run off)
- f. Doors & Windows (failing paint, failing glazing, hardware)
- g. Finishes (paint, paint on metal roofs of bell tower& cupola)
- h. Mechanical (plumbing, fire protection, heating)
- i. Electrical (service & distribution, lighting)

Areas that require repair or further investigation are photographed. Photographs are labeled with the date, building name, compass orientation, photographer's name, and a brief description of the condition that is being documented. A full set of photographs documenting existing conditions is taken every 5 years.

A written report is prepared and used to create a prioritized work plan. The work plan is used to establish a budget for annual maintenance and major improvements for the building. A repair approach is established and specifications for the repairs are developed. An annual work report documents the work that was carried out during the year. Work reports are arranged, like the building assessment, according to construction categories derived from the uniform construction index, as is the order of the building survey. Work reports include a description of existing conditions, the scope of the work that was included, the materials used, the name of the contractor or staff person who did the work, the name of the person preparing the report, notes that document any unusual conditions met with during the work, and recommendations for further work. Building assessments, specifications, and work reports are kept in property files and become part of the maintenance history.

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