

**CITY OF LANCASTER HERITAGE CONSERVATION DISTRICT**

**Request for Conceptual Discussion**

**INFORMATION DATA SHEET**

City of Lancaster File No. \_\_\_\_\_

Date \_\_\_\_\_

**PLEASE TYPE OR PRINT LEGIBLY (Indicate N/A where not applicable.)**

**1. PROPERTY INFORMATION**

a. Street Address: \_\_\_\_\_  
\_\_\_\_\_

Owner's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

b. Name of Owner's Representative (if applicable): \_\_\_\_\_

Relationship to Owner: \_\_\_\_\_

Street Address: \_\_\_\_\_  
\_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**2. PROPOSED CHANGES:** (Briefly describe proposed new construction and/or demolition below, or attach separate narrative sheet.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. **REQUIRED ACCOMPANYING DOCUMENTATION – CHECKLIST**

- \_\_\_ a. Color photographs of the following:
  - 1.) location where proposed demolition or new construction is to occur
  - 2.) all elevations of any building proposed for demolition; and
  - 3.) the streetscapes adjacent to and directly across the public street from the site.
  
- \_\_\_ b. Scaled site plans with existing building footprint ( if any) and proposed new construction.
  
- \_\_\_ c. Scaled, dimensioned drawings of all elevations visible from a public street for any proposed new construction, with drawing notes indicating proposed building materials and conformity with the Heritage Conservation District Design Standards, attached hereto.
  
- \_\_\_ d. Any additional information applicant wishes to submit.

4. **SIGNATURE OF PROPERTY OWNER OR REPRESENTATIVE:**

\_\_\_\_\_

**Please call the City Historic Preservation Specialist at 291-4726 if you have any questions.**

**OFFICIAL USE ONLY—PROPOSED DEMOLITION**

**Date of site visit:** \_\_\_\_\_

**Conceptual Discussions**

Dates:

Notes:

#1 \_\_\_\_\_

#2 \_\_\_\_\_

#3 \_\_\_\_\_