

CITY OF LANCASTER HERITAGE CONSERVATION DISTRICT

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

PROPOSED CONSTRUCTION

City of Lancaster File No. _____

Date of Application _____

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

1. Owner's Name: _____
Street Address: _____

Mailing Address: _____
Phone: _____ Fax: _____ E-Mail: _____

2. Applicant's Name (if other than owner): _____
Relationship to Owner: _____
Street Address: _____

Mailing Address: _____
Phone: _____ Fax: _____ E-Mail: _____

3. Proposed Construction
Street Address: _____
Tax parcel number: _____
Current use of lot: _____
Proposed Construction: Residential _____ Commercial _____ Institutional _____
Industrial _____ Other (Describe) _____
Proposed Use: _____
Target Date for Completion: _____

4. Name of Builder/Contractor: _____
Mailing Address: _____

Phone: _____ Fax: _____ E-Mail: _____

5. Required Accompanying Documentation – Checklist

- _____ a. Color photographs of the location where proposed construction is to occur, including the streetscape adjacent to and directly across the public street from the site.
- _____ b. Scaled site plans and floor plans of proposed new construction.
- _____ c. Scaled, dimensioned drawings of all elevations visible from a public street (excludes alleys) with drawing notes indicating conformity with the design standards contained in City of Lancaster Ordinance No. 6-1999 and attached hereto.
- _____ d. Typed or printed narrative, not exceeding two pages, explaining any deviations from the design standards. (Include financial feasibility and a minimum of two current, fair market value cost estimates of alternatives, if appropriate.)
- _____ e. Any additional information applicant wishes to submit.

6. Signature of Applicant: _____

Signature of Building Official: _____

NOTE: If construction is proposed as part of a development plan, a building permit for the proposed construction shall not be issued by the Building Official prior to, and where applicable, the following: (a) issuance of any necessary zoning approvals, and (b) recording of an approved subdivision or land development plan.

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

OFFICIAL USE ONLY—PROPOSED CONSTRUCTION

Date of site visit: _____

Neighboring Property Descriptions

Historical Functions:

Types:

Current Functions:

Prevalent Architectural Styles:

Exterior Materials:

Height/Stories: _____ Widths: _____ Setbacks: _____ Roof styles: _____

Orientation of Lot: _____ Window types: _____

Bays: _____ Fenestration Patterns: _____

Significant Architectural Features: _____

Proposed Structure

Function: _____ Type: _____

Architectural Style: _____

Exterior Materials: _____

Height/Stories: _____ Width: _____ Setback: _____ Roof style: _____

Orientation of Lot: _____ Window types: _____

Bays: _____ Fenestration Patterns: _____

Significant Architectural Features: _____

Notes: _____
