

Date Submitted _____
Petition # _____
FOR OFFICE USE

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

TOWN OF LOWELL HISTORIC PRESERVATION COMMISSION
PLANNING AND BUILDING DEPARTMENT
501 MAIN STREET
LOWELL, IN 46345

INSTRUCTIONS TO APPLICANT

ALL REQUESTED INFORMATION MUST BE COMPLETED ON OR ACCOMPANY THIS APPLICATION. Use N/A if not applicable.

This application is hereby made for a Certificate of Appropriateness (COA) as **required** under the stipulations of Ordinance #2005-05 which requires that *no exterior portion of any structure (including color change, wall, fences, light fixtures, steps, parking lots, or other appurtenant features) utility, or sign shall be erected, altered, restored, moved, or demolished* until an application of a Certificate of Appropriateness has been **submitted and approved** by the Lowell Historic Preservation Commission.

Note: This issuance of the Certificate of Appropriateness to the applicant certifies that they project is appropriate for the designated Historic District, it is **NOT** a permit to construct, remodel, or demolish. The applicant is responsible to obtain any and all other necessary permits including a **building permit**.

A. LOCATION OF PROJECT

Address of property where work is to be done:

For vacant lots or demolition only:

Legal Description of Property: (description by lot number, block, and subdivision name)

B. APPLICANT'S INFORMATION

Name: _____

Address/City: _____

Phone Home: _____ Work: _____

Property Interest of applicant: (Check One)

OWNER CONTRACTOR ARCHITECT PURCHASER

Other (please specify) _____

C. OWNER OF PROPERTY (Use N/A if same as applicant)

Name: _____

Address/City: _____

Phone: Home: _____ Work: _____

D. CURRENT USE OF PROPERTY

Residential Single Family Two Family Multi-Family

Commercial Institutional/Educational Vacant Lot

Other (please specify) _____

Will use or zoning change under the proposed work? YES NO

If so, please specify: _____

E. DESCRIPTION OF WORK TO BE DONE

The proposed work will be for (check all that apply):

Primary structure/house Secondary structure (or garage)

Site Exterior Work Fencing/Landscaping

Addition New Construction Moving a Structure

Demolition (partial or complete) Other

Describe the work in detail (including materials, colors, finished, color chips, samples, etc.) _____

(Use additional sheets as necessary)

DOCUMENTATION OF PROPOSED WORK MUST ACCOMPANY THIS APPLICATION AT THE TIME OF SUBMISSION. OTHERWISE, A DECISION CANNOT BE MADE IN A TIMELY MANNER.

TYPE OF DOCUMENTATION (check all that apply):

Contractor's Specifications

Site Plan

Building Plans/Elevations

Product Literature

Photographs

Samples/Swatches

Other (please specify): _____

ESTIMATED COST OF WORK: _____

F. THE WORK WILL BE DONE BY:

Owner Contractor Other

Name of Contractor: _____

Address of Contractor: _____

Date of Start: _____ Date of Completion: _____

NOTE: It is understood that any permit issued on this application will not grant any right or privilege to erect any structure or to use any premises described for any purpose or in any manner prohibited by the Zoning Ordinance, the Historic Preservation Ordinance, or by other ordinances, codes, or regulations by the Town of Lowell, Indiana.

Applicant's Signature: _____ Date _____