

York, Maine Historic District Commission

Map/Lot _____

Application for:

- ___ **Certificate of Appropriateness, Minor Improvements**
- ___ **Certificate of Appropriateness, Major Improvements**
- ___ **Certificate for Demolition**

Approval Date: _____ Vote: _____ Chairs Initials _____

Conditions for approval:

Applicant's Name _____

Contact name/address _____

Contact phone: _____

To the Applicant:

Before filling out the application, you should obtain a copy of the Historic District Ordinance, Section 12 of the Zoning Ordinance and read it carefully. Articles 13-16 cover the application and review process. This, as well as York Design Guidelines, may be found on the Town's Website at <http://www.yorkmaine.org>.

The standards and requirements contained in Article 16 and in the U. S. Secretary for the Interior's Standards for Rehabilitation and Guidelines for Rehabilitation, 1983 Edition (or future editions) will be used in the review of your application. This publication contains much information which might be useful to you.

Complete all parts of this form which apply to your project. If you have questions, the Code Enforcement officer or the Historic District Commission will assist you.

The completed application should be filed with the Code Enforcement Office at Town Hall. Completed applications received 7 days prior to a regular meeting of the Commission will be placed on the agenda for that meeting.

I. Basic Information

1. Name of applicant:

2. Is applicant the owner of the property?

If not, explain:

and give name and address of owner:

3. Address of applicant:

Telephone:

4. Location of property (be as specific as possible):

Tax Map and lot number:

5. Present use and zoning classification:

6. Names and addresses of abbuttors (attach separate sheet if necessary, labelled I,6):

7. Brief, general description of the proposed improvements:

8. Attached to this application should be:

a. A Town of York Tax Map showing the location of the property

b. Current photographs of the property

c. Current photographs of adjacent sites

Have you included all of these items? If not, Explain:

IF YOU ARE APPLYING FOR A CERTIFICATE FOR DEMOLITION,
SKIP TO PART IV.

II. Specified Improvements

Please provide detailed description of how you propose to treat or change the existing material of the buildings or structures, where applicable.

A. ROOF

1. Existing material:
2. Proposed replacement material:
3. If repairing or patching with same material, give approximate percentage:

B. ROOF FLASHING

1. Existing material:
2. Proposed replacement material:
3. If repairing or patching with same material, give approximate percentage:

C. EXTERIOR WOODWORK

Indicate proposed kinds of treatment of individual features, and approximate percentage of each feature requiring treatment. (Attach separate sheets as needed, labelled II,c.)

Kinds of treatment include:

- Removal, replacement with non-wood material
- Repair, matching existing material and design
- Repair, matching existing material, approximating existing design
- Removal, no replacement
- Scrape and paint only

(Continued on next page)

These are some of the features you should consider listing, depending upon the architectural style of the building:

Siding (clapboard, shingle, boarding, etc.)

Eaves, including cornice, soffit, gutter, etc.

Corner trim

Dormers, including moldings or trim

Window trim, including moldings, pediments, hoods, brackets, etc.

Door trim, including doorways with side or fan lights, pediments, pilasters, etc.

Porches, including columns or posts, railings, balustrades, finials, steps, etc.

Decorative trim of any sort

Projections, including bay windows, balconies, towers, cupolas, porte-cochere, etc.

(Continued on next page)

III. Major Improvements or New Construction

Please refer to Article 14, Section 3 of the Ordinance for specific definition of Major Improvements.

Any new construction is considered a Major Improvement.

If your project meets these qualifications, you should attach the following to your application:

1. Elevations of all sides, drawn to scale, showing complete architectural details, identifying existing and proposed materials and finishes, etc., as required.
2. A site plan, as required.

Have you included both of the above items, as well as those required under Part I and Part II? If not, explain:

IV. Demolition

Please refer to Article 14, Section 5 of the Ordinance for specific requirements for a Certificate for Demolition.

A Certificate for Demolition is required for moving a building or structure.

Check one:

Demolition

Moving

1. What is the current condition of the building or structure?
2. Reason for demolition or moving:
3. Is the existing building or structure classified as contributing to the Historic District, site or landmark? If yes, do you challenge this classification? Explain, using a separate sheet, labelled IV, 3.
4. Attach photographs of the property and of adjacent sites, as required.
5. Attach a completed application with required exhibits for a Certificate of Appropriateness for any new construction proposed for the site.

IV, continued
(Demolition)

Have you included the above items, as well as those required under Part I? If not, explain:

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V. Signature of Applicant

I understand that this application cannot be processed for presentation before the Historic District Commission unless all of the applicable items are submitted at least seven (7) days prior to the next regularly scheduled meeting.

Signature of applicant:

Date:

Received by C.E.O.:

Date: