

APPLICATION CERTIFICATE OF APPROPRIATENESS

APPLICATION FOR WORK TO BE DONE ON PROPERTY
WITHIN THE CITY OF LAGRANGE HISTORIC PRESERVATION OVERLAY ZONE

CITY OF LAGRANGE HISTORIC PRESERVATION COMMISSION

To be completed by applicant (please print or type):

Address of property: _____

Use of property: _____

Owner of property: _____

Address of owner: _____

Occupant of the property: _____

And mailing address: _____

Telephone: _____

Contractor's name: _____

Address: _____

Telephone: _____

Architect: _____

Address: _____

Telephone: _____

Application submitted by: _____

Date of application: _____

Elevation drawings and photographs of existing building at the Commission meeting at which the application will be discussed may be required. Other materials, such as manufacturers catalog data and samples of materials may be required for submission with this application.

Describe below work to be carried out, including methods and materials to be used and appearance changes that will result. Attach additional sheets if necessary.

PROJECT DESCRIPTION:

MATERIALS TO BE USED:

APPEARANCE CHANGES:

CLASSIFICATION OF WORK FOR WHICH CERTIFICATE IS DESIRED (CHECK ONE)

- Maintenance or Repair:** The act or process of applying measures to sustain the existing form, integrity and material of a building or structured and the existing form or vegetative cover of a site. It may include initial stabilization work, where necessary, as well as on-going maintenance and repair. Samples of material may be requested.
- Restoration:** The process of accurately recovering the form and details of a property and its setting as it appeared at a particular period of time by means of the removal of later work or by the replacement of missing earlier work. All applications for restoration shall include: elevations, site and landscape plans (if necessary), a 300-word statement with bibliography justifying the work and any additional photos or information to support the proposed work.
- Rehabilitation:** The process of returning a property to a state of utility through repair or alteration which makes possible and efficient contemporary use while preserving those portions or features of the property which are significant to its historical, architectural and cultural values. All applications for rehabilitation shall include: elevations, site and landscape plans (if necessary), and any other supplementary information that will support the proposed project.
- Excavation:** The process of performing an archeological dig to recover artifacts, historical material or other archeological features. It is recommended that the applicant include a 300 word statement describing the project, its methodology and where the recovered material will be disposed.
- Demolition:** The process of destroying or tearing down a building or structure or a part thereof, or the process of removing or destroying an archeological site or a part thereof. The applicant(s) shall include a report explaining why the proposed action should occur. If this action is to occur for reasons of financial hardship, all pertinent financial data should be included pertaining to the cost of preservation, demolition and new construction. Any other material pertinent to the application is also encouraged as supplementary information.
- New Construction:** The process of constructing a building or structure that has never existed at this location. Applications shall include a site plan, elevations, floor plan and landscape plan.
- Relocation:** The process of moving a building or structured from its current foundation to another site. Applications shall include a report justifying the relocation and indicating that efforts to preserve the building in-site would not be feasible, and justifying the proposed relocation site.

All applications shall include one or two 3" x 5" photographs of the designated property.

Special Requirements for Awnings:

Applicant must provide the Historic Preservation Commission with the following items:

- Colored fabric swatch
- Minimum of two pictures of the existing façade

The following items must be drawn to scale:

- Awning style: triangular; scalloped; convex (including a sketch)
- Lettering sizes
- Logo markings