*This space for office use only* Case No.:

 Date Received:

 Review Period Ends:

# APPLICATION FOR

# CERTIFICATE OF APPROPRIATENESS

## For Exterior Alterations Proposed for Properties Within

*Old Allentown*, *Old Fairgrounds* and *West Park Historic Districts*

Requiring Historical Architectural Review Board (HARB) Review

 **PROPERTY ADDRESS**:

**OWNER APPLICANT** (if different)

Name:      Name:

Address:      Address:

Phone (Daytime):      Phone (Daytime):

Phone (Evening):      Phone (Evening):

Fax:       Fax:

E-mail address:      E-mail address:

 Relationship to owner:

**Your application must include the following:** All information submitted becomes part of the record of this application.

 **1. Type of Alteration Proposed:** Please check all that apply.

 [ ] Exterior wall material [ ] Porch posts / railings

 [ ] Roofing material [ ] Porch floor / steps

 [ ] Windows [ ] Light fixture

 [ ] Doors [ ] Paint color

 [ ] Shutters [ ] Sign

 [ ] Trim / decorative woodwork [ ] Satellite dish

 Other:

**[ ]** New construction/addition [ ] Demolition

 **2. Photographs:** A corresponding photograph must be included for all proposed work checked in #1. Photographs must also be submitted of the properties immediately to the left and right of the property identified in this application for review.

 **3. Drawings/Samples:** Drawings showing the appearance of the proposed alterations, and manufacturer’s brochures, catalogs, and/or material samples.

**4. Description of Proposed Work**: See back of page.

### Signature of Owner (required if hard copy or fax) Signature of Applicant (if different than owner)

|  |  |
| --- | --- |
| *Return complete submission with all required attachments by mail, email or in person to*:  HARB Secretary City of Allentown Bureau of Planning & Zoning 435 Hamilton Street, 4th Floor Allentown, PA 18101E-mail: HARB@allentowncity.org |  |

*For assistance completing this application or any questions regarding the Historic District, contact the City of Allentown Bureau of Planning and Zoning, 610-437-7613.*

**Description of Proposed Work:** Please describe any proposed work checked under #3 on front of page, including the exact location(s) of the work on the building or lot, materials to be used, manufacturers’ specifications, dimensions, appearance of new features, etc. Attach additional sheets if needed.

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Date of site visit:

Field notes:

Date of HARB Review:

Date of Council Action:

Disposition:

Comments:

***For assistance completing this application or any questions regarding the Historic District, contact the City of Allentown Bureau of Planning and Zoning, 610-437-7613.***