

CHADDS FORD TOWNSHIP

Delaware County, Pennsylvania

HISTORIC & ARCHITECTURAL REVIEW BOARD

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS (CoA)

INSTRUCTIONS:

Complete Section A (this page) and Section B (Construction), Section C (Signs)—or both as applicable.

PROPERTY/PROJECT INFORMATION

Property Address _____

Development _____ Lot # _____

Zoning District _____

Date Originally Built _____ Dates of Additions: _____

Historic Name (if applicable) _____

Date: _____

Tax Folio # _____

Location:

Chadds Ford Historic District

Dilworthtown Historic District

Residential Non-Residential

APPLICANT INFORMATION

Owner(s) Name & Mailing Address

Phone _____

Email _____

Applicant (if different from Owner)

Phone _____

Email _____

Agent (Builder, Engineer, Attorney)

Name _____

Firm _____

Address _____

Phone _____

Email _____

Basis of Standing:

Owner Lessee Equitable Owner

IF REQUESTED, please provide a copy of:

__ Deed*

__ Lease (Lessee/Tenant)*

__ Agreement of Sale (Equitable Owner)*

* Dollar amounts may be redacted from these documents.

APPLICATION IS MADE BASED ON NEED FOR:

Building Permit Sign Permit Other explain _____

For New Subdivision/Land Development

Project Status and Date(s) _____

Preliminary Plan _____ Final Plan _____ Plans Dated _____

OWNER CERTIFICATION

I certify that I am the owner of the above named property and have authorized the Applicant to apply for a Certificate of Appropriateness for the changes described on the attached plans for the property identified herein.

Signature

Date

APPLICANT CERTIFICATION

I certify that the information contained herein is true and accurate to the best of my information, knowledge and belief. I have been authorized by the Owner to make this application for the changes described on the attached plans for the property identified herein.

Signature

Date

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CoA Application—SECTION B

Fill out this page for all work except Signs including: new construction, renovations, demolitions, alterations, additions, rehabilitation, etc. If project includes a Sign, include Section C as well. Attach copies of plans and additional sheets as needed.

Proposed work is: New Construction/Addition Renovation/Repair/Alteration Demolition Other[†]

[†] "Other" Includes out-buildings, gazebos, sheds, garages, breezeways, walls, or any other constructed element.

Project Narrative—describe work to be done: _____

ELEMENT	DESCRIPTION OF WORK	COLORS
Chimney		
Doors		
Dormer/Cupola		
Fascia/Cornice		
Fence/Wall		
Foundation		
Garage Doors		
Gutters and Leaders		
Patio/Deck/Porch		
Roof		
Shutters		
Sidewall		
Skylights		
Soffit		
Stoop/Stair		
Trim		
Windows		
Other		

SECTION B. APPLICATION CHECKLIST

SUBMIT (1) ELECTRONIC COPY AND (7) HARDCOPIES OF THIS APPLICATION WITH THE FOLLOWING:

** (Electronic copy in accordance with Township's Electronic Media Policy)

- _____ This Application Package; 1 of which to be a signed original.
- _____ Architectural Plans (Scale 1/4" = 1' preferred)
- _____ Elevations
- _____ Plot/Site Plan (minimum scale 1" = 50')
- _____ Location Map (minimum scale 1" = 2000')
- _____ Elevations of any Buildings or Historic Resources within 100' of any proposed work
- _____ Color Drawings or Renderings of Proposed work (8" x 10" minimum)
- _____ Color Photographs of current location of Proposed Work (8" x 10" minimum)
- _____ Color Photographs of Adjacent Buildings and Properties (8" x 10" minimum)

In addition: Samples of Proposed Materials, Textures, Color Chips, Manufacturer cut-sheets, Catalogs, etc. are to be provided at time of HARB meeting.

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CoA Application—SECTION C

Fill out this page for SIGNS including new signs, repair, renovation, changes, etc. If construction is to be performed as well, complete Section B. Attach additional pages as necessary.

Proposed Sign is: New Sign Replacement Sign Repair/Renovation

Project Narrative—describe work to be done: _____

ELEMENT	DESCRIPTION
Type	
Location	
Mounting	
Shape	
Size	
Materials	
Logo	
Background Color	
Lettering Colors	
Other Colors	
Lighting	

SECTION C. APPLICATION CHECKLIST

SUBMIT (1) ELECTRONIC COPY AND (7) HARDCOPIES OF THIS APPLICATION WITH THE FOLLOWING:

** (Electronic copy in accordance with Township's Electronic Media Policy)

- _____ This Application Package; 1 of which to be a signed original.
- _____ Scaled Drawing of Sign (scale of ¼" = 1' preferred)
- _____ Color Rendering
- _____ Plot or Site Plan (minimum scale 1" = 50') to include sign location(s)
- _____ Location Map (minimum scale 1" = 2000')
- _____ Color Photographs of Proposed Sign Location(s) (8" x 10" minimum)
- _____ Color Photographs of Adjacent Buildings and Properties (8" x 10" minimum)

In addition: Samples of Proposed Materials, Textures, Color Chips, Manufacturer cut-sheets, Catalogs, etc. are to be provided at time of HARB meeting.