Application Checklist

A complete application requires support materials. Please check the list below for which materials you have provided to assist the HPC in the review of the project.

New Buildings and New Additions

___ site plan

___ landscape plan

___ photographs of proposed site

Major Restoration, Rehabilitation, or Remodeling

___ description of proposed changes

___ photographs of existing building

___ documentation of earlier historic appearance (restoration only)

Minor exterior changes

___ description of proposed changes

___ description of materials

___ photographs of existing building

Site changes - parking areas, drives and walks

___ site plan or sketch of site

___ description of materials

___ photographs of site

Site changes - fences, walls and mechanical systems

___ site plan or sketch of site

___ description of materials

___ photographs of site

Site changes - signs

___ sketch of sign

___ site plan of sign

___ description of materials and illumination

Describe the proposed project (attach additional sheets if necessary). The description should include proposed materials. Please divide the description if the proposed scope of work will involve more than one type of project. ***(example: 1) addition of storage and 2) installation of sign)***