



HD \_\_\_\_\_  
(For office use only)

**Historic District Commission**  
**Application for Certificate of Appropriateness**  
*Long Form*

*(Completed application must be submitted fourteen (14) days prior to the Historic District Commission meeting at which it is to be considered.)*

Property Location (street address) \_\_\_\_\_  
Property Owner's Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_  
Name of Business \_\_\_\_\_

I hereby give Planning staff and/or Historic District Commissioners permission to enter the property to collect information specific to this request.

I certify that, to the best of my knowledge and belief, all information supplied with this application is correct.

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date Received

\_\_\_\_\_  
Signature (Secretary or Agent)  
Gastonia Historic District Commission

Material Submitted with Application:

- |                                    |   |
|------------------------------------|---|
| <input type="checkbox"/> Site Plan | <input type="checkbox"/> Photographs      |
| <input type="checkbox"/> Elevation | <input type="checkbox"/> Material Samples |
| <input type="checkbox"/> Sketch    | <input type="checkbox"/> Other _____      |

## EXTERIOR ALTERATION OF EXISTING STRUCTURE

Describe clearly and in detail all exterior architectural alterations to be made. Drawings, photographs, specifications MUST accompany this application, and any other graphic information deemed appropriate. Include information on materials, paint colors, and, if necessary, information on and location of significant, large trees on site, parking areas, etc.

**\*\*Applications without the abovementioned attachments or that do not provide a clear description will be considered incomplete and will not be processed until all pertinent information is provided.**

Copies of all information submitted with the application must be retained by the Historic District Commission. This application must be retained by the Historic District Commission. This application must be returned fourteen (14) days prior to the meeting of the Historic District Commission at which it is to be considered.

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone (H)\_\_\_\_\_

(B)\_\_\_\_\_

**CONSTRUCTION OF A NEW STRUCTURE  
OR ADDITION TO EXISTING STRUCTURE**

**\*\*\* See Historic District Design Guidelines for additional information needed to  
review new construction. \*\*\***

Lot Size: Front \_\_\_\_\_ Depth \_\_\_\_\_  
Area of lot: \_\_\_\_\_  
Width of lot at building line \_\_\_\_\_  
Size of Structure: Width \_\_\_\_\_ Depth \_\_\_\_\_ Height \_\_\_\_\_  
Total Floor Area: \_\_\_\_\_  
Number of Stories: \_\_\_\_\_  
Number of Buildings now on lot: \_\_\_\_\_  
Zoning Classification: \_\_\_\_\_

Please describe clearly and in detail the appearance and nature of this project, attach drawing, specifications, rendering, etc. Include information on significant large trees on site and size and location of parking areas.

A plot plan with measured distances must be provided along with photographs of adjacent and opposite properties. In the case of new buildings and significant additions to existing buildings not designed for residential use, a model of the proposed construction must be presented at the Commission's meeting.

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Applicant \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Telephone: (H) \_\_\_\_\_ (B) \_\_\_\_\_

**DEMOLITION/RELOCATION OF AN EXISTING STRUCTURE**

**\*\*\* See Historic District Design Guidelines for additional information needed to review demolition/relocation. \*\*\***

*(Please attach photograph of structure, adjacent properties and/or new location.)*

1. History of structure (date, original owner, notable persons, or important events associated with structure.)
2. Architectural Description of Structure (style, significant detailing, etc.)

**(NOTE: Items 3 - 6 are for Relocation Applicants Only.)**

3. Reason for Relocation.
4. New property location \_\_\_\_\_
5. Please provide a brief description of any exterior alterations to the structure or appurtenant features associated with its relocation (foundation, walls, driveway, etc.)
6. Please identify any significant vegetation which may be removed during relocation.

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Applicant \_\_\_\_\_

Address \_\_\_\_\_

Telephone (H) \_\_\_\_\_ (B) \_\_\_\_\_