

**THE BOROUGH OF SEWICKLEY
HISTORIC REVIEW COMMISSION APPLICATION
FOR EXTERIOR WORK IN A HISTORIC DISTRICT**



Date: _____
Address of Property: _____
Applicant name: _____ Phone: _____
Applicant address: _____
E-mail: _____
Property owner name: _____ Phone: _____
Property owner address: _____
E-mail: _____
Block/lot #: _____ Zoning district: _____

A pre-application meeting is highly recommended. Contact Joe Motznik, Zoning/Building Code Officer at 412-741-1762 to schedule during regular business hours.

****A Certificate of Appropriateness must be recommended by the Historic Review Commission and approved by Borough Council prior to issuance of a Building Permit.**

REQUIREMENTS

Dependent upon the scope of the project, the building inspector will determine which of the requirements are necessary in each case to accompany the application in order for the commission to make an informed decision.

1. Photographs: 3" x 5" (or larger) photographs, in color if possible, showing the existing structure from all four (4) sides, its relationship with other structures on site or on adjacent property and its relationship on its block.
2. Site Plan: Scale 1 inch = 20.0 feet, identifying all property lines, metes and bounds, all structures, paved areas, acreage noted and adjacent properties with owners name noted.
3. Floor Plan or Plans: Showing detail for any affected area ¼ inch = 1.0 feet, detail and note affected area.
4. Elevations: Showing detail for any affected areas ¼ inch = 1.0 feet.
5. Prospective and/or other renderings: If necessary to enhance the presentation.
6. General product specifications/cuts: Noting products to be used, i.e., doors, windows, walls porches, light fixtures, etc.
7. Samples: Finish materials as may be necessary to enhance the presentations, i.e.; Bricks, siding, shingles.
8. Historic Information: Any available documentation of the history of the site and the structure and its architectural style would be useful to the commission in its deliberations.
9. Sections:

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SUBMITTED MATERIALS	PROVIDED	ACCEPTED	DATE
A. PHOTOGRAPHS			
B. SITE PLAN			
C. FLOOR PLAN OR PLANS			
D. ELEVATIONS			
E. PERSPECTIVE/RENDERINGS			
F. GENERAL PRODUCT SPECS.			
G. SAMPLES			
H. HISTORIC INFORMATION			
I. SECTIONS			

Signatures:

Owner (mandatory): _____

Applicant: _____

Owners Representative: _____

Date of Historic Review Committee Meeting: _____

Recommendation: _____

Secretary

Sewickley Borough Council at its regular meeting on _____, approved/denied this application. (DATE)

PRESIDENT of COUNCIL