

CITY OF TUSCALOOSA HISTORIC PRESERVATION COMMISSION
OFFICE OF PLANNING & ECONOMIC DEVELOPMENT

CERTIFICATE OF APPROPRIATENESS APPLICATION

PHONE # 248-5080

FAX# 349-0135

HPC# _____

Address of Property: _____

Historic District where property is located: _____

Owner: _____ telephone: _____

Applicant (if different from owner) _____ telephone: _____

Address: _____

Tax parcel Number (s): _____

Architect: _____ telephone: _____

Contractor: _____ telephone: _____

Check the appropriate box that best describe your intended actions and enter estimated cost.
(Use back of page if necessary)

- Exterior Alteration
 - Addition or New Construction
 - Minor Work
 - Other
- Estimated Cost: _____

Please explain _____

**ALL APPLICATIONS MUST INCLUDE THE NAMES AND ADDRESSES OF ALL ADJACENT
PROPERTY OWNERS**

Materials required with application: (New constructions or additions)

- Dimensioned site plans –one with existing conditions, one with proposed site conditions-drawn to scale no less than 1"=10'-0" showing the location of all buildings, additions, drives, sidewalks, fences, exterior lighting, large trees, landscaping, and other site work in context with the same information (except lighting) on adjoining properties within fifty feet of the subject property.
- Dimensioned exterior elevations of all sides of new buildings, including any altered roofline. Drawings for additions and alterations should include elevations of both existing and proposed construction, (before and after) with each condition labeled appropriately. All elevations should be at a scale of no less than 1/4"=1'-0". Elevations should be of sufficient detail, both graphic and written, to describe all exterior design features and materials.
- Samples or brochures of materials for proposed building or addition, including any site furnishings.
- Elevations of neighboring buildings if mass or scale of proposed building or alteration is a concern.

Optional exhibits

- Three-dimensional drawings (perspective, isometrics), though not generally required, are recommended for additional clarity.
- The Commission may require other drawings, illustrations, descriptions, and/or specifications, as required on a case-by-case basis, when the Commission considers such additional information necessary to make an informed decision.

Signage

- Drawings and /or photographs of sign. Color and material samples.

Landscaping

- Dimensioned landscaping plans drawn to scale no less than 1"=10'-0"

Whenever possible, please submit electronic files of required exhibits.

Deadline and meetings dates

Public hearings for the City of Tuscaloosa Historic and Preservation Commission will be held in the City Council Chambers, City Hall at 5:00 pm.

<u>DEADLINE(BY 12 NOON)</u>		<u>MEETING DATES</u>	
December	26, 2008	January	9, 2009
January	30	February	11
February	25	March	11
March	25	April	8
April	29	May	13
May	27	June	10
June	24	July	8
July	29	August	12
August	26	Sept.	9
Sept.	30	Oct.	7
Oct.	28	Nov.	18
Nov.	25	Dec.	9

Fees

Repairs and remodeling of existing buildings.....	\$50.00
New Construction and additions.....	\$50.00
Demolitions.....	\$50.00
Landscaping.....	\$35.00
Signs.....	\$25.00
Certificate of Economic Hardship.....	No fee
Minor work or Routine maintenance	No fee

Certification of Applicant

I hereby certify that I have read and examined this application and known the same to be true and correct. I understand that consideration of this application is based upon the correctness of the information I have supplied and that any permit (s) granted may be revoked upon finding by the Tuscaloosa Historic Preservation Commission that any relevant information supplied on or with application is substantially incorrect. I further understand than only complete applications including all required exhibits, and fees are considered by the commission and must be received by the City of Tuscaloosa Planning and Development Department by the scheduled deadline in order to be placed on the agenda.

It is my understanding that a Certificate of Appropriateness shall become void unless construction is commenced within six (6) months of date of issuance. Certificates of Appropriateness shall be issued for a period of eighteen (18) months and are renewable.

It is my understanding that a building permit issued by the City of Tuscaloosa Inspection Department is required for all work being done in historic districts.

Applicant

Date