

HISTORIC DISTRICT APPLICATION
LITITZ BOROUGH HISTORIC AREA ADVISORY COMMITTEE
APPLICATION FOR NO. _____

GENERAL INFORMATION

Name of Applicant(s) _____

Address _____

Telephone No. _____ Application Date _____

Name of Landowner of Record _____ Phone # _____

Subject Property Address _____ Owner-Occupied? _____

If applicant if not owner, what is applicant's interest in property? _____

Subject Property Zoning District _____ Tax Acct # 370- _____

Has this property been involved in previous hearings? _____ If so, please list:

FEES

The hearing fee for a request within the Historic District is **\$35** pursuant to Section 603.B of the Zoning Ordinance. This fee covers the compensation for the secretary, notice and advertising costs and necessary administrative overhead connected with the hearing. **Fee is due upon application submission.**

REQUIREMENTS (Please include original plus 7 copies)

- _____ 1. Ground floor plans and elevations of proposed structures (if applicable);
- _____ 2. A scaled site plan of the site with sufficient detail and accuracy to demonstrate compliance with all applicable provisions of the Zoning Ordinance, including street/road name, dimensions of property including lot size, dimensions of all structures and impervious surfaces, setbacks of existing and proposed structures, driveway/parking areas, streams/ponds, swales, right-of-ways, etc.
- _____ 3. A written description of the proposed changes to the historic property in sufficient detail to demonstrate compliance with all applicable provisions of Section 426.F the Zoning Ordinance.
- _____ 4. Pictures of existing building from all angles; front, back and side (if applicable).
- _____ 5. Pictures of the buildings on either side of the building to which this application pertains (if applicable)
- _____ 6. Description and samples and colors (include PMS #) of all materials to be used for the project. Materials and colors should meet required standards allowable in the Historic District. **For guidelines go to <https://www.nps.gov/tps/standards/rehabilitation/rehab/stand.htm> or ask to view a copy at the Lititz Borough Office.**

CHECKLIST

Each applicant must demonstrate, by credible evidence, compliance with the following:

- The proposed changes shall be consistent with the purpose and intent of the Zoning Ordinance
- The proposed changes shall not detract from the use and enjoyment of adjoining or nearby properties
- The proposed changes will not substantially change the character of the subject property's neighborhood
- The proposed changes shall comply with those criteria specifically attached to it. In addition, the proposed changes must comply with all other applicable regulations contained in the Ordinance

The Historic Area Advisory Committee, in approving a Historic District application, may attach conditions considered necessary to protect the public welfare and the purposes listed above, including conditions which are more restrictive than those established for other uses in the same Zone. These conditions shall be enforceable by the Zoning Officer, and failure to comply with such conditions shall constitute a violation and be subject to the penalties.

Any site plan presented in support of the request shall become an official part of the record for said request. Approval of any HAAC request will also bind the applicant in accordance with the submitted site plan. Any changes to the request after receiving approval shall require the submission of a second HAAC request.

The Historic Area Advisory Committee will meet with the applicant to review the specific information submitted for the project and complete a report to the Zoning Officer prior to the date of the historic meeting. The Zoning Officer will review the information and receive advice from the HAAC in regards to the Historic nature of the request.

SIGNATURE

I hereby certify that the information submitted in accordance with this application is correct, and I further agree to pay for those costs outlined above.

Applicant's Signature _____ Date _____

Note: It is the responsibility of the applicant to provide all the information needed for the Historic Area Advisory Committee to make its decision. Attach any other documents available to support your request.

Fee Paid \$ _____ Received by: _____ Date _____