

Within thirty (30) days following the discussion of this application between the applicant and HARB at the scheduled HARB meeting, HARB shall render, in writing, a letter of recommendation and discussion of adequacy or inadequacy to the Board of Supervisors. The Board of Supervisors shall review HARB's letter and, if applicable, render a decision at their next regularly scheduled Board of Supervisors meeting following the receipt of the HARB letter regarding the matter.

Date of HARB Letter of Review received by Township Office: _____

Date of Board of Supervisors Meeting to review Decision: _____

Letter of Decision of Board of Supervisors sent to Applicant: _____

Section III

DESCRIBE THE PROJECT

1. Additions/New Construction/Subdivision

- Additions
- New Construction
- Subdivision/Land Development (*for information only*)
- Variance

2. Alterations/Renovation

- Storefront
- Roof/chimney/cornice
- Walls
- Doors
- Windows/shutters
- Porch/stoop/stairs
- Paint
- Repointing
- Exterior cleaning
- Trim
- Fences

3. Signs/Awnings

- Sign
- Awning
- Other Sign

4. Demolition

- Demolition

SECTION IV

DETAIL DESCRIPTION OF THE PROJECT

APPLICANT SHALL SUBMIT (10) COPIES OF THE FOLLOWING PLANS WITH THIS APPLICATION

- a. Color photographs showing the present appearance of the structure, fence, sign or area.
- b. A dimensioned site plan showing the location of the structure, fence or sign within the lot or property.
- c. Good quality drawings or sketches of the proposed addition(s) or renovation(s).
(Include a description of materials, finishes and colors).
- d. Catalogue cuts of any replacement windows, doors, railings, downspouts, trim and hardware.

SECTION V

PRESERVATION OF HISTORIC CHARACTER:

What steps will be taken to preserve your building's historic character and that of the surrounding district?

SECTION VI

OTHER INFORMATION THE HARB SHOULD TAKE INTO CONSIDERATION REGARDING THE APPLICATION:

SECTION VII

CERTIFICATION

Signature of Applicant _____ Date _____

Printed Name of Applicant _____

Signature of Owner: _____ Date _____

Note: This application along with a Building Permit Application must be submitted to the Township Office a minimum of eight (8) calendar days before the next HARB meeting.

TO BE FILLED IN BY HARB COMMITTEE

Date Received from Township Office: _____

Date Application deemed complete: _____

Date of Meeting this Application Reviewed: _____

Letter of Recommendation sent to BOS: _____

Application No. _____

Date of Application (complete) _____

Date Twp. Office Notified _____