

Saco Historic Preservation Commission

Application for a Certificate of Appropriateness

Date _____

Fee: None

1. Applicant information

Name _____

Address _____

Interest in the subject property _____

Signature _____

2. Owner information (if different from applicant)

Name _____

Address _____

Signature _____

3. Property Information

a. The address and the tax map and lot number _____

b. The present use and zoning classification of the subject property. _____

c. A brief description of the new construction, reconstruction, alteration, maintenance, demolition or removal requiring the issuance of the Certificate of Appropriateness.

4. Other materials to include

a. A scale drawing or drawings of the exterior architectural features indicating the design, texture, and location of any proposed alteration, reconstruction, maintenance or new construction for which the Certificate is being applied. As used herein, drawings shall mean plans or exterior elevations drawn to scale, with sufficient detail to show as far as they relate exterior appearances, the architectural design of the building(s), including materials and textures including samples of exterior materials. Drawings shall be clear, complete and specific.

b. Photographs of the building involved and of adjacent buildings.

c. A site plan indicating improvements affecting appearance such as walls, walks, terraces, planting, accessory buildings, signs, lights and other elements.

