



# Township of Hopewell Historic Preservation Commission

## CERTIFICATE OF APPROPRIATENESS APPLICATION

*(Please type or print legibly with ink. Shaded area completed by Township Staff.)*

**PROPERTY ADDRESS** *(street, city)* \_\_\_\_\_  
\_\_\_\_\_

Application number:
HPC meeting date:
Block/Lot number:

**APPLICANT INFORMATION**

Daytime Telephone: \_\_\_\_\_ Other Telephone: \_\_\_\_\_

Name: \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant's Capacity: *(circle one)* Owner, Lessee, Agent, Architect, Contractor, Attorney, Other *(identify)*

**OWNER INFORMATION** *(if different from above)*

Daytime Telephone: \_\_\_\_\_ Other Telephone: \_\_\_\_\_

Name: \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

**PROJECT DESCRIPTION** *(check all that apply)*

- Yes  No Does the application include all required attachments?
- Yes  No Were the *Guidelines* brochures appropriate to the project referenced?
- Yes  No Is this project subject to review of other historic preservation organization? *(identify)*

Proposed start date \_\_\_\_\_

- |   |                                   |                                     |                                     |   |
|---|-----------------------------------|-------------------------------------|-------------------------------------|---|
| <input type="checkbox"/> Adaptive Reuse | <input type="checkbox"/> Addition | <input type="checkbox"/> Alteration | <input type="checkbox"/> Demolition | <input type="checkbox"/> New Construction         |
| <input type="checkbox"/> Repair         | <input type="checkbox"/> Replace  | <input type="checkbox"/> Painting   | <input type="checkbox"/> Relocation | <input type="checkbox"/> Other: <i>(identify)</i> |

Architectural Features	Masonry/brickwork	Siding	Trim	Roof	Dormer/cupola	Chimney	Gutter/downspout	Eave cornice/soffit	Window/screen storm/shutter	Door/screen/storm	Porch/deck/stoop/stair	Porch roof	Porch or deck column/post	Porch or deck railing/baluster	Storefront	Awning / Sign	Other building	Fence/wall/ gate	Other landscape feature
Repair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
Replace in-kind	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
Replace w/new	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								

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## DETAILED DESCRIPTION OF ALL EXTERIOR WORK AT THE BUILDING AND PROJECT SITE

*(See attached submissions checklist for required submissions. Indicate all exterior materials and colors. Use additional sheets if necessary.)*

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## PRESERVATION OF HISTORIC CHARACTER

*What steps will be taken as part of the scope of this work to preserve your property's historic character and that of the surrounding neighborhood?*

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## OTHER INFORMATION THE HPC SHOULD CONSIDER WHEN REVIEWING THIS APPLICATION

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By signing this application, the applicant and owner agree to property site visits by Hopewell Township staff, HPC Members and their representatives until the project has been deemed to be complete.

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Signature of Applicant

Date

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Signature of Owner *(if different)*

Date

### Notes:

- This completed application, along with a completed Building Permit Application (if appropriate), must be submitted to the Building and Construction Department at the Township Administration Building a minimum of fourteen (14) calendar days prior to the next HPC meeting for consideration. Work cannot commence until a Certificate of Appropriateness (COA) and necessary building permits and any zoning relief have been issued.
- In lieu of a signature, the Owner can issue a letter stating agreement with the Application and further agrees to be bound by any conditions imposed by the granting of the Certificate of Appropriateness.

