

APPLICATION FOR CERTIFICATES OF APPROPRIATENESS

CITY OF TROY PLANNING COMMISSION HISTORIC DISTRICT AND LANDMARKS REVIEW
C/O DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
CITH HALL, 1 MONUMENT SQUARE, TROY, NEW YORK 12180 270-4557

YOUR NAME: _____ DATE: _____

YOUR ADDRESS: _____

TELEPHONE:HOME: _____ FAX: _____ E-MAIL _____
WORK: _____

IDENTIFICATION

1. BUILDING NAME(S): _____

2. STREET LOCATION: _____

3. OWNERSHIP: a. public _____ b. private _____

4. PRESENT OWNER: _____

5. ADDRESS: _____

6. USE: Original: _____ Present: _____

7. ACCESSIBILITY TO PUBLIC: Exterior visible from public road: yes _____ no _____

DESCRIPTION

8. BUILDING MATERIAL a. clapboard _____ b. stone _____ c. brick _____
d. board & batten _____ e. cobblestone _____ f. shingles _____
g. stucco _____ other: _____

9. STRUCTURAL SYSTEM: a. wood frame with interlocking joints _____
(if known) b. wood frame with light members _____
c. masonry load bearing walls _____
d. metal (explain) _____
e. other _____

10. CONDITION: a. excellent _____ b. good _____ c. fair _____
d. deteriorated _____

11. INTEGRITY: a. original site _____ b. moved _____ c. if so, when: _____
d. list all major alterations and dates (if known): _____

12. INDICATION OR SAMPLES OF MATERIALS
(enclose sample and/or detailed description of materials to be used in proposed change)

JOB DESCRIPTION

13. Describe in detail all improvements to be made on the structure.

14. SIGNS AND LETTERING: When proposed change includes signs or lettering, a scaled drawing showing type of lettering, all dimensions and colors; a description of materials to be used and method of illumination, if any, and a plan showing location on building or property must be submitted.
(Many sign companies can create computer simulations of the proposed sign work and insert the sign simulations into the digital photograph of the storefront)

ATTACHMENTS:

15. PHOTOGRAPHS (4 sets required, digital photos preferred)

1. ¾ view of building
2. front elevation
3. one photograph focusing on area of proposed change

16. ELEVATION: Depending on the amount and type of work proposed, the Commission may waive the requirements of elevations and perspective drawings.

17. PERSPECTIVE DRAWING: (Often notes regarding proposed work can be added to printed copies of the digital photographs)