

**HARRODSBURG ARCHITECTURAL PRESERVATION COMMISSION
APPLICATION FOR CERTIFICATE OF APPROPRIATNESS**

City of Harrodsburg, Office of the Building Inspector
109 Short Street, Harrodsburg KY 40330
859-734-3375 (email: hapc@harrodsburgcity.org)

Application Date: _____

Applicant Information

Applicant's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip code: _____

Telephone: _____ Email: _____

Property Owners Name: _____

Mailing Address: _____

City: _____ State: _____ Zip code: _____

Telephone: _____ Email: _____

Applicant's Agent/Representative: _____

Firm Name: _____

Mailing Address: _____

City: _____ State: _____ Zip code: _____

Telephone: _____ Email: _____

Section Instructions

Provide the applicants name, mailing address, telephone, and email address. If contact is other than applicant provide Applicant's Agent information. Provide building Owner's name and information.

Property Information

Property Address: _____

Project type: _____ Exterior Structure Alteration _____ New Construction/Addition

_____ Site alteration/Improvement _____ Demolition

_____ Sign _____ Other (specify below)

Project Description: _____

Section Instructions

Identify property address. Specify project type and provide complete project description.

Required Supporting Documentation

The Applicant must submit applicable documentation listed below with the completed and signed application. Incomplete applications will not be considered by the Harrodsburg Architectural Preservation Commission.

- *Site plan required for all site alterations including additions, new construction or demolition* showing the lot/tract, building locations, outdoor sales display or storage areas, trash collection areas, parking areas, driveways, loading/unloading areas, sidewalks, open-space and landscaped areas, lighting locations, sign locations, ground mounted equipment areas, topography, drainage and any designated flood plain areas, and another pertinent design elements.
- *Lighting plan required for all new lighting installations including new fixtures.*
- *Building elevations required for all design changes to primary and secondary facades* this includes doors and windows if change of design and materials are requested. Complete list and description of all materials.

Signage requires a Certificate of Appropriateness. Please complete sign worksheet. Information that must accompany the application: sign size, type, where the sign is to be located and how it is attached to the structure.

Applicant and Owner Certification

Please read carefully and sign below. I(We) do hereby certify that the information provided herein is both complete and accurate to the best of my knowledge, and I understand that any inaccuracies may be considered cause for invalidation of this application and any action taken on this application. I further hereby certify that I am aware of the plans and supporting documentation submitted as part of the application. I hereby understand that I have one year from the date of HAPC approval to start all work described or reapplication must be submitted.

Applicant Signature: _____ Date: _____

Co-Applicant/Owner: _____ Date: _____

For Office Use Only

Date Application Received: _____

Administrative Review or HAPC Meeting (Date): _____