

# CITY OF LANCASTER HERITAGE CONSERVATION DISTRICT

## APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

### PROPOSED DEMOLITION

City of Lancaster File No. \_\_\_\_\_

Date of Application \_\_\_\_\_

**PLEASE TYPE OR PRINT LEGIBLY (Indicate N/A where not applicable.)**

1. Owner's Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
\_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

2. Applicant's Name (if other than owner): \_\_\_\_\_  
Relationship to Owner: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
\_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

3. Building/Structure Proposed for Demolition  
Street address: \_\_\_\_\_  
Tax parcel number: \_\_\_\_\_  
Date acquired by Owner: \_\_\_\_\_  
Current use of structure: \_\_\_\_\_  
If vacant, number of years: \_\_\_\_\_  
If vacant, most recent use: \_\_\_\_\_  
Date listed for sale with licensed real estate broker: \_\_\_\_\_  
Proposed future use of lot within 5 years of demolition: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Required Accompanying Documentation – Checklist

- \_\_\_ a. 35 mm color photographs of all elevations of the building proposed for demolition, of the streetscape adjacent to and directly across the public street from the building, and of historically significant interior features, if required by the City.
- \_\_\_ b. 35 mm color photographs documenting deteriorated structural conditions.
- \_\_\_ c. Typed or printed narrative, not exceeding three pages, addressing the following:
  - i. Reasons for demolition.
  - ii. Condition of structure.
  - iii. Why rehabilitation, reuse, sale of property or alternative plans are not feasible or desirable (include a minimum of two current, fair market value cost estimates of alternatives, if appropriate).
- \_\_\_ d. Proposed salvage plan for architectural components and building materials.
- \_\_\_ e. Any additional information applicant wishes to submit.

5. Signature of Applicant: \_\_\_\_\_

Signature of Building Official: \_\_\_\_\_

**NOTE:** If demolition is proposed to accommodate a development plan, a building permit for the proposed demolition shall not be issued by the Building Official prior to, and where applicable, the following:  
(a) issuance of a Certificate of Appropriateness by City Council for any new building or structure;  
(b) issuance of any necessary zoning approvals; and (c) recording of an approved subdivision or land development plan.

**Please call the City Historic Preservation Specialist at 291-4726 if you have any questions.**

**OFFICIAL USE ONLY—PROPOSED DEMOLITION**

Date of site visit: \_\_\_\_\_

Property Description

Historical Function: \_\_\_\_\_ Type: \_\_\_\_\_

Current Function: \_\_\_\_\_

Architectural Style: \_\_\_\_\_

Exterior Materials: \_\_\_\_\_

Significant Architectural Features: \_\_\_\_\_

Height/Stories: \_\_\_\_\_ Bays: \_\_\_\_\_ Width: \_\_\_\_\_ Depth: \_\_\_\_\_

Condition: \_\_\_\_\_ Integrity: \_\_\_\_\_ N.R. Class: \_\_\_\_\_ Listed in N.R.: \_\_\_\_\_

Impact of demolition on streetscape: \_\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_