



Application for Certificate of Appropriateness

Pine Bluff Historic District Commission

200 E. 8th Avenue

Pine Bluff, Arkansas 71601

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
FOR MODIFICATION OR DEVELOPMENT OF HISTORIC PROPERTY
LOCATED WITHIN A DESIGNATED HISTORIC DISTRICT

Building Address Historic Name of Building (if any)

Owner's Name Address Phone No.

Applicant's Name Address Phone No.

Architect/Designer's Name Address Phone No.

Contractor's Name Address Phone No.

PLEASE INDICATE THE TYPE(S) OF WORK PLANNED:

_____ REPAIRS _____ REHABILITATION

_____ ADDITION _____ NEW CONSTRUCTION

_____ DEMOLITION _____ VARIANCE

_____ OTHER: _____

PLEASE INDICATE TYPE OF STRUCTURE

_____ NEW BUILDING _____ EXISTING BUILDING
a. Built in the year _____

_____ FENCE OR WALL _____ SIGN

_____ TERRACE, DECK, WALK, DRIVEWAY, OR PARKING LOT

_____ OTHER, PLEASE DESCRIBE _____

Please describe the work to be performed in detail. List each proposed exterior alteration to the building or property (use additional pages if necessary):

Describe how any proposed changes to an existing structure will be in character with the architectural or historical aspect of the structure or site:

Has the owner applied for or received any historic preservation grants or loans to assist with this project? _____

If yes, please briefly describe: _____

Do you request of the Pine Bluff Historic District Commission any variances on this project? _____

If yes, please describe and state justification: _____

ATTACHMENT CHECK LIST:

The following information is required to be attached to this application, unless waived by the Pine Bluff Historic District Commission:

- _____ Photo(s) (3-1/2" x 5" or larger)
- _____ Site Plan
- _____ Elevations
- _____ Material sample(s) and/or specifications
- _____ Floor plans (only for new construction or additions)

COMMISSION MEETINGS AND FILING DEADLINES

The Pine Bluff Historic District Commission meets regularly each month in the City of Pine Bluff's Mayor's conference room on the second floor of City Hall at 200 E. 8th Avenue. Meeting times and dates are available from the Pine Bluff Inspection & Zoning Department.

Notification of intent to file and application must be received in writing by the Historic District Commission at least twenty (20) days in advance of a meeting to allow time for notification as required by the City of Pine Bluff. Completed applications must be submitted to the Inspection & Zoning Department for review by the Historic District Commission at seven (7) days in advance of the meeting. The Pine Bluff Historic District Commission will act on completed applications only.

The Applicant or his/her representative must attend the meeting and present his/her proposal to the Historic District Commission.

APPEAL OF DECISIONS

Decisions of the Historic District Commission may be appealed to the Jefferson County Circuit Court and written notice of intent to appeal must be given to the Pine Bluff Historic District Commission, City Hall, 200 East 8th Avenue, Pine Bluff, AR 71601, within thirty (30) days of the decision. If there is no appeal, or court action, the decision of the Historic District Commission shall be final.

I/We, as owner(s) of _____ (Street Address or Lot/Block/Subdivision) do hereby authorize the filing of this application on my behalf.

(Printed Name)

(Signature)

(Date)

Commission Action

(For Office Use Only)

Certificate of Appropriateness

Address: _____

_____ Approved _____ Denied

Approved with Conditions as noted: _____

Comments: _____

Verified by: _____

Date: _____