

Borough of Haddon Heights Historic District Application

1. Fee - \$100.00 – Commercial
No fee for Residential
\$275.00 – Escrow for Commercial
2. The applicant shall submit at the time of application **eight (8) COMPLETE applications including plans and photos of existing property.**

The application **must** be submitted fourteen (14) days prior to meeting. The Historic Preservation Commission meets on the last Thursday of the month.

****Ultimate approval from the Planning Board or Zoning Board, fourteen (14) additional applications are required for submission to the Planning Board.****

Sign Application

If a sign is involved, please submit a sample of the proposed sign in a professional manner, along with the application, including the height of the tallest letter and colors.

-----**(For Office Use Only)**-----

Checklist for Completeness:

- ___ 8 Copies of Application turned in
- ___ Both sides of application filled out
- ___ Photos Attached
- ___ Name of Business Owner or Property Owner filled in
- ___ Application turned in on time for hearing at next meeting with time for commission to review (see ordinance 450-109 "C and G")
- ___ If new construction copies of the plans/blue prints included

Signature of Zoning Official

Date Signed

Borough of Haddon Heights

625 Station Avenue
Haddon Heights, NJ 08035
(856) 547-7164

Form No. 15
Case #: _____

PLANNING/ZONING BOARDS
HISTORIC DISTRICT APPLICATION FOR REVIEW
To be submitted 14 days prior to meeting.

Applicants Name & Address: _____

_____ Phone Number: _____

Name of Property Owner: _____

Name of business or development: _____

Location of business or development: Block: _____ Lot: _____

Address: _____

Location of nearest intersection streets: _____

Name & Address of designer or architect: _____

_____ Phone Number: _____

Present Use & Square Footage: _____

Proposed Use & Square Footage: _____

Approximate Age of Building: _____

Surrounding Property usage (your neighbors):

North: _____ South: _____

East: _____ West: _____

Describe proposed building or property alterations (example – windows):

Front: _____

Rear: _____

Sides: _____

Roof: _____

Approximate Date to Begin: _____ Approximate Date of Completion: _____

Estimated Cost of Project: _____

Describe decorative details proposed (provide samples if possible). Include colors, materials, textures of siding, roofing and trim: _____

Will the above listed decorative details match the existing details: Explain: _____

Are any other approvals by local, county, or state agencies required? If so, please list: _____

Proposed landscaping additions or changes: _____

Attachments:

1. At least four (4) photographs of the building taken from the front, back and sides, including neighboring uses and buildings.
2. Drawings of proposed work.

_____ Date

_____ Applicants Signature

Note: Applicants may be required to post a bond in an amount equal to 125% of the estimated improvement costs in order to assure completion of the project in conformance with Planning Board approvals and limitations.

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