

This Application for a Certificate of Appropriateness has been modified slightly to fit the format of these *Design Guidelines*.

Original copies of the Application may be obtained from the Borough Office

**BOROUGH OF AMBRIDGE, PENNSYLVANIA  
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**

If the affected property is located within the boundaries of the Ambridge Historic District, as defined by Ordinance No. 900, then this Application must be submitted to the Building Inspector as a supplement to the Building Permit Application. **IMPORTANT:** All applicants must complete Sections I, II, and III

**I. IDENTIFICATION OF APPLICANT**

	Name	Complete Mailing Address	Telephone
1. Applicant			
2. Property Owner			
3. Contractor			

I hereby certify that I am the owner of record or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this Application as his/her authorized agent.

Signature of Applicant \_\_\_\_\_ Address \_\_\_\_\_ Date of Application \_\_\_\_\_

**II. LOCATION OF PROPERTY**

Street Address \_\_\_\_\_

**III. DESCRIPTION OF WORK**

Describe the full extent of the exterior changes to be made to the property or the exterior characteristics of the structure (building, fence, etc.) to be erected. Attach plans or sketches in sufficient detail to enable the Historical Architectural Review Board to determine if the proposed work is appropriate to the stated purpose of the Ambridge Historic District Ordinance. Please attach photographs and other supplementary materials (catalog cuts, etc.) that will enable the Board to understand fully the extent of the project.

**TO BE COMPLETED BY HISTORICAL ARCHITECTURAL REVIEW BOARD**

Comments, including recommendations on plans, specification, materials, and scope of work, if any, which in the opinion of the Board would protect the distinctive historic character of the Ambridge Historic District .

**APPLICANTS-DO NOT WRITE ON THIS SIDE OF THE APPLICATION  
BOROUGH OF AMBRIDGE, PENNSYLVANIA BOARD OF ARCHITECTURAL REVIEW**

IV. REVIEW

V. REPORT

In determining the recommendations to be made to Borough Council concerning issuance of a Certificate of Appropriateness authorizing a permit for the construction, the Ambridge Board shall consider the following measures:

The written report to Borough Council concerning the Board's recommendation on the issuance of a the Issuance of a Certificate of Appropriateness shall set out the following matters: Historic District, the within

- 1. The effect of the proposed change upon the general historic and architectural nature of the District
- 2. The appropriateness of the exterior architectural features which can be seen from a public street or way;
- 3. The general design, arrangements, texture, material, and color of the building or structure and the relation of such factors to similar features of buildings or structures within the district
- 4. The height of any new building or structure shall not exceed the height of the tallest adjacent building or structure by more than ten (10) percent. This requirement shall also apply to any proposed modifications to existing buildings or structures .
- 5. In cases where applications for proposed demolition occur, the Board shall, where deemed necessary, recommend to the Borough Council that the proposed demolition be postponed for a period not to exceed nine (9) months. However, in the event that demolition cannot be avoided, then the moving of a building shall be encouraged as an alternative to demolition if there is no other way to preserve the building.

- 1. The exact location of the area in which the work is to be done
- 2. The exterior changes to be made or the exterior character of the structure to be erected
- 3. A list of the surrounding structures with their general exterior characteristics
- 4. The effect of the proposed change upon the general historic and architectural nature of the district
- 5. The appropriateness of exterior architectural features of the building which can be seen from a public way or street
- 6. The general design, arrangement, texture, material, and color of the building or structure and the relation of such factors to similar features or buildings within the District
- 7. The opinion of the Board (including and dissent) as to the appropriateness of the work proposed as it will preserve or destroy the historic aspect and nature of the District, and
- 8. The specific recommendations of the Board as to the issuance by Borough Council or its refusal to issue a Certificate of Appropriateness

VI. ACTION OF THE REVIEW BOARD

- Approval
- Disapproval

Date: \_\_\_\_\_

Vote: \_\_\_\_\_ to \_\_\_\_\_

Signed: \_\_\_\_\_ Secretary

VII. ACTION OF BOROUGH COUNCIL

I hereby certify that a Certificate of Appropriateness was \_\_\_\_\_ approved / denied \_\_\_\_\_ by the Borough Council of the Borough of Ambridge on the \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_ Date

\_\_\_\_\_ Secretary

VII. RECORD OF EVENTS

REVIEW BOARD

Date

A. Received by Review Board

BOROUGH COUNCIL

Date

B. Returned to Owner.

A. Received Recommendation from Board of Architectural Review

- to be modified
- for additional information

C. Disapproval:

Indication to Applicant of Action and Recommendation

Recommend Disapproval to Borough Council

D. Approval:

Recommend Approval to Borough Council

B. Disapproval:

Letter to Applicant

Copy to Pennsylvania Historical & Museum Commission

C. Approval

Certificate of Appropriateness

BUILDING PERMIT OFFICER

A. Building Permit Issued

B. Project Completed