



Planning & Zoning Department

Historic Preservation Commission

621 Cleveland Blvd.

Caldwell, ID 83605

Phone: 208/455-4667 or 208/455-3021 Fax: 208/455-3050

Website: www.cityofcaldwell.com

Certificate of Appropriateness - Steunenberg Residential Historic District Application

Please fill out all sections of this application. Only complete applications will be accepted. If deemed incomplete by the Historic Preservation Commission, the application may be denied. If a question does not pertain to your request, please mark it N/A.

This box for office use only

Case #: _____ Cross Referenced Cases: _____

This application is a request to construct, add, alter, demolish, or change the use of the property as follows:

Applicant Information Applicant: _____

Phone: _____ Phone: _____

Owner Purchaser Lessee

Applicant's Mailing Address: _____ Zip: _____

Applicant's E-mail Address: _____

Agent/Representative: _____ Phone: _____

Agent/Representative's Mailing Address: _____ Zip: _____

Agent/Representative's E-mail Address: _____

Contact Person (if different from above): _____ Phone: _____

Address of Subject Property: _____

Have you reviewed the City's Historic District Design Guidelines? Yes No

A. Development Information

1. Size of Lot: _____ Dimensions: _____

Footprint of structures: _____

2. Description of Site : _____

3. Description of Setting: _____

4. A. This application is a request to construct, add or change the following:

(Check all that apply)

	Add	Change	Demolish	N/A
Roof	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fascia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windows/Doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trim	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Porch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (describe)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____

B. Fully explain the nature of your request: _____

5. Does the application propose a change in use? Yes No

What is the current use? _____

If yes, what is the proposed new use?

(home occupation, rezone, subdivision, special use, temporary use) Circle one.

B. Building Information

The following information needs to be indicated below and clearly referenced on plans submitted.

1. Number of structures:

Residential: _____

Outbuildings: _____

2. Square footage of existing structures:

<u>Floor</u>	<u>Gross Square Feet</u>
First:	_____
Second:	_____
Third:	_____
Other:	_____

3. Square footage of proposed structures or additions:

<u>Floor</u>	<u>Gross Square Feet</u>
First:	_____
Second:	_____
Third:	_____
Other:	_____

Square footage of existing structures (or part thereof) to be removed:

<u>Floor</u>	<u>Gross Square Feet</u>
First:	_____
Second:	_____
Third:	_____
Other:	_____

4. Existing Height to Building Eave: _____

Existing Height to Building Peak: _____

Proposed Height to Building Eave: _____

Proposed Height to Building Peak: _____

Number of Stories: _____

5. This existing building is a:

Single-Family dwelling Duplex Triplex 4-Plex Other: _____

6. Exterior Building Materials:

	<u>Existing</u>	<u>Proposed</u>
Roof:	_____	_____
Walls:	_____	_____
Doors:	_____	_____
Fascia, Trim, etc.:	_____	_____
Other:	_____	_____

Windows (Existing)

Existing Material: _____

Existing Sill Depth: _____

Existing Type: Casement Slider Double Hung Single Hung
 Fixed Divided light: How many? _____ (e.g. 4 over 1, 3 over 1)

Even site lines? Yes No

Brick molding? Yes No

Windows (Proposed)

Proposed Material: _____

Proposed Sill Depth: _____

Proposed Type: Casement Slider Double Hung Single Hung
 Fixed Divided light: How many? _____ (e.g. 4 over 1, 3 over 1)

For proposed divided lights, please describe grid, including width, whether it is flat or contoured:

Will the exterior trim remain on the replacement windows? Yes No

C. Site Information

1. Fencing

	<u>Existing</u>	<u>Changes Proposed</u>
Type:	_____	_____
Size (Height):	_____	_____
Location:	_____	_____

D. Additional Information

Are there other changes not yet covered? Yes No

If yes, please explain: _____

Any revisions to this application request must be received 20 days prior to the hearing date, or your application will be deferred to the next meeting. The staff will determine whether the application can still be heard on the scheduled date, which depends on the degree of modification.

Note: When an application has been submitted, it will be reviewed in order to determine compliance with application requirements. A hearing date will be scheduled only after an application has been accepted as complete.

Signature of Applicant/Representative

Date

Signature of Property Owner (if other than Applicant)

Date

Application Submittal Requirements

The following information must be submitted along with the application form.

1. A **Complete set of building Elevations** to scale. Elevations must include all proposed building materials. (One set must be 8 ½" x 11" reduction).
2. A **Detailed Site Plan** to scale (not smaller than 1" = 30' unless otherwise approved). Two (2) copies and one (1) 8 1/2" x 11" reduction must be submitted. The site plan must include:
 - a. North arrow, scale of drawing, property lines, name of plan preparer.
 - b. Existing and proposed structures.
 - c. Adjoining streets, alleys and private drives.
 - d. Parking layouts, including spaces, drives, curb-cuts, circulation patterns and pedestrian walks.
 - e. Existing/proposed utility service.
 - f. Locations and widths of right-of-way, easements, canals, ditches and subdivision lines.
 - g. Trash storage areas and exterior mechanical equipment with purposed screening method.
 - h. Concept for exterior lighting (pedestrian, vehicle, security and decorative).
3. **Photographs.** Provide photographs of the following. Clearly label each photo.
 - North, South, East and West elevation of main dwelling
 - North, South, East and West elevation of each outbuilding
 - Photos of adjacent properties to the North, South, East and West (including across alleys and streets)
 - View of both block faces to show surrounding area
4. An application seeking Demolition or Relocation shall provide the following:
 - a. A written statement as to why the building, site, structure, or object should be demolished.
 - b. Photographs of the building, site, structure, or object to be demolished, as well as of adjacent properties.
 - c. If applicants wish to be considered for Finding 4 under Section 2-17-13.02 Demolition or Relocation – Findings, they shall provide the following additional information:
 - i. Two (2) written reports, prepared, stamped, and signed by currently-licensed Idaho design professionals appropriate to the nature of the project, at least one of which shall be disinterested, stating the structural soundness of the building or structure proposed for demolition and suitability for reuse.
 - ii. An analysis of the cost to rehabilitate the existing structure plus construct the additional square footage and other goals of the application. These costs shall be completed to include the cost of demolishing any existing structures and the equivalent new construction and shall be completed, signed and stamped by a currently-licensed Idaho design/contract professional appropriate to the nature of the project.