



# Township of Evesham

[www.evesham-nj.org](http://www.evesham-nj.org)

984 Tuckerton Road • Marlton • NJ 08053 • 856-983-2900 • [Community Development](#)

## Historic Preservation Commission

### Application for Certificate of Appropriateness (Form 160-28)

[Chapter 12A](#) & [Chapter 160-28](#)

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

HPC App #: \_\_\_\_\_

PB or ZBA #: \_\_\_\_\_

Property Address: \_\_\_\_\_

Block/s: \_\_\_\_\_ Lot/s: \_\_\_\_\_

Common Name of Property: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Form of Ownership:     Individual             Partnership             Corporate  
                                  Government             Nonprofit                 Utility

If applicant is not the owner, state applicant's authority to bring this application and specific interest in application (i.e. agent for owner, equitable interest, agreement of sale): \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

#### Property Information:

Present Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Number of Stories: \_\_\_\_\_ Size of Property: \_\_\_\_\_

Type of Building Construction:  Brick     Frame     Other

Surrounding Property Usage (your neighbors)

North: \_\_\_\_\_ South: \_\_\_\_\_

East: \_\_\_\_\_ West: \_\_\_\_\_

Has any previous application been filed in connection with this property?  Yes  No. If Yes, please list name and application number under which it was filed: \_\_\_\_\_



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Identify Nature of Proposed Work:

- New Construction     Sign             Addition     Alteration             Replacement
- Paint                       Excavation  Relocation  Rehabilitation       Demolition
- Repair                     Other \_\_\_\_\_

Current Condition of Affected Areas (existing materials and finishes): \_\_\_\_\_  
\_\_\_\_\_

**PROPOSED WORK PROGRAM** (if necessary attach additional sheets & provide samples):

A. Describe Proposed Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Materials and Construction Methods and/or Landscaping to be Used: \_\_\_\_\_  
\_\_\_\_\_

C. Will the Proposed Work Match the Existing Architectural Details? Explain: \_\_\_\_\_  
\_\_\_\_\_

D. Exterior Painting - Check if using paint colors from the following paint charts.  
Different brands of paint may be used to match the colors on the charts below. Paint samples shall be attached to this application. (Note: Painting of brick is not permitted unless historically documented).

- Finnaren & Haley Authentic Colors of Historic Philadelphia (or match)
- Finnaren & Haley Victorian Hues (or match)
- Sherwin-Williams Heritage Colors (or match)
- Benjamin Moore Historical Color Collection (or match)

Indicate Paint Color for each feature to be painted (i.e. siding, trim, cornice, door, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





## Historic Preservation Commission

### Instructions for Filing Application for a Certificate of Appropriateness [Chapter 12A](#) & [Chapter 160-28](#)

1. According to the Evesham Township Ordinances, Section 160-28, any work to a locally designated historic landmark located in the municipality, or any work affecting a building and/or structure located in the Historic Overlay District, which involves new construction, demolition, relocation, changes in the exterior appearance; including alterations, renovations, painting in a different color, new signage, exterior lighting, excavation or ground disturbance, must be reviewed by the Historic Preservation Commission for recommendation prior to the Administrative Officer's issuance of a Certificate of Appropriateness.
2. Issuance of a Certificate of Appropriateness does not automatically mean a final approval to a specific proposal. Other municipal, County or State approvals may be required. It is recommended that the applicant consult with the Township Zoning Officer, Construction Official and Planning Board Administrative Officer to determine what, if any, other approvals, permits and/or inspections may be required by the Township.
3. If your application for a Certificate of Appropriateness should be denied, the applicant may appeal the decision to the Evesham Township Zoning Board of Adjustment within 30 days of the Administrative Officer's written decision.
4. All application forms must be completed in full, signed and submitted to the Evesham Township Community Development Office by the cut-off date indicated for each of the Commission's regularly scheduled monthly meetings.
5. All drawings, photographs and sample materials as required by Section 160- 28.1 O.B.2 must be completed and submitted with the application. Incomplete applications will not be accepted and will not be scheduled for a hearing.
6. Applications for Demolition and Relocations must comply with Section 160-28.1 O.C. In the case of a joint application before the Planning Board or Zoning Board of Adjustment the Historic Preservation Commission will act in an advisory capacity to the appropriate board. A public hearing for demolition or relocation will be held by the appropriate board unless otherwise directed by said board. It shall be the applicant's responsibility for completing the public notice.
7. The applicant or a duly authorized agent with power of attorney for the, applicant must be present at the scheduled hearing. All corporations shall be represented by at least an attorney. Written confirmation of the date, time and place of the hearing will be provided. Any application which is not properly represented may be denied without prejudice by the Commission. A continuance of the application to the next month's agenda may be permitted upon the applicant's written request and/or consent and grant of an extension of time for the review period.
8. The work authorized by the certificate of appropriateness must be initiated within one year from the date that the certificate has been granted. If a construction permit is required for



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such work, the certificate of appropriateness shall be valid for the life of the permit and any extensions thereof; otherwise, the certificate of appropriateness shall be valid for a period of two years from the date of issuance. For the purpose of this section, a certificate of appropriateness shall be deemed invalid if the work ceases for a period of six months after commencement of the work. Reasonable extensions may be granted based upon appropriate persuasive evidence.

9. CERTIFICATION (see last page of application)