



Township of Teaneck

818 Teaneck Road, Teaneck, NJ 07666

Application for Certificate of Classification and Appropriateness FOR EXTERIOR ALTERATION OF A REGISTERED HISTORIC PROPERTY

To be submitted to the Historic Preservation Commission of the Township of Teaneck

Please print or type:

1) **Property Owner and Address; Address and Legal Description of Property:**

Name of Property Owner(s) _____

Address of Property Owner (s) _____

Address of Historic Property: _____

Block Number: _____ Lot Number: _____

2) **Name of Applicant:** _____

Phone number: _____

Applicant's Address (if different from above): _____

Relationship of Applicant to Property (Check one):

___ Owner ___ Architect ___ Contractor ___ Contract Purchaser

___ Other: _____

3) **Nature of Proposed Exterior Work** *(check one or more & circle individual items as needed)*

___ *New Construction or Subdivision to permit new construction

(___ Principal Structure (describe) _____)

(___ Accessory Structure (describe) _____)

___ Change exterior appearance (___ Addition ___ Alteration ___ Replacement)

___ Door or Window (describe type) _____

___ Roof (describe materials) _____

___ Siding or exterior finish (describe) _____

___ Soffits, fascia, gutters (describe) _____

___ porch: columns, flooring, ceiling, railings, scrollwork (describe)
(describe) _____

___ color alteration: (existing color _____ Proposed color _____)

___ Signs (___ new ___ addition ___ alteration]

Colors _____ Size: _____ Lighted: (Yes/No) Location _____

___ Exterior Lighting: Type _____ Color _____ Location _____

___ *Demolition: Describe _____ Total _____ Partial Demolition _____

___ *Relocation of Structure (from/to) _____

___ *other (sidewalks, curbs, chimneys, driveways, fences, stairs, fire escapes, walls, etc.)

**copy of property survey required*

The Application is classified as follows:

___ **Exempt:** A certificate of appropriateness shall not be required for any repainting, repair or exact replacement of an existing improvement. In the event that the color or exterior surface material of the improvement shall be changed as a result of such repainting, repair or exact replacement, a certificate of appropriateness shall not be required if the new color or exterior surface is one that has been previously approved by regulations duly promulgated by the Commission for similar improvement in that district or as to that historic site. In the event that the repainting, repair or exact replacement does not conform to said regulations, a certificate of appropriateness shall be required.

___ **Minor Application:** If the action for which the certificate of appropriateness is not major, as described below, it shall be classified as a minor application and may be heard and decided immediately upon classification if it is determined by the Commission, in its discretion, that there is sufficient evidence on the record to make a determination and that no adjacent property may be adversely affected by the proposed action.

___ **Major Application:** If the action for which the certificate of appropriateness is requested involves demolition or the removal of an historic site or any part thereof; or an addition thereto; or the construction of a new structure on an historic site; or will substantially affect those characteristics of the historic site listed on its historic site designation; or, in the case of a structure within a historic district, will substantially affect the characteristics of the district listed on the district's historic site designation, the Commission shall classify the application as a major application, in which event the applicant will be required to file a completed formal application, pay an application hearing fee of \$50.00, and serve public notice in the form and manner set forth in N.J.S.A. 40:55D-12, including publication and notice to property owners within 200 feet of the property which is the subject of such hearing.

To be placed on the Historic Preservation Commission's agenda, applications must be filed with the Clerk and Building Department. The Applicant will be notified of the meeting's date, time, and location. The Applicant is encouraged to be present at the meeting of the Commission. The Commission shall reach a decision on the application within 45 days after the Department has declared an application to be complete.