



Historic Preservation Commission Certificate of Appropriateness

SIDING

In order to ensure your application is complete with required documents please use the check list below. The property owner and professional are required to sign the application. Only complete applications will be placed on the agenda.

With each Historic Preservation Commission application you are required to submit the following:

- A complete application. In the description part of the application please describe the original architectural style of the building, details of the proposed work, efforts made to repair, restore and preserve the original siding material, explain what will be added, restored, replaced or removed, the composition, style, dimensions, locations and colors of all materials to be used in the project, and of the scope of any demolition of the structure. Specify proposed material, (wood, clapboard, shakes, vinyl, other manufactured product);
- Describe the texture and dimension of proposed siding(s). Include catalog cuts and/or samples of proposed siding(s);
- Describe how the new siding installation will protect trim details on the affected areas of the building;
- Current color photo of the dwelling and streetscape must be attached;
- Historic Photos of the building if available;
- Photos of the areas of the structure where all work is proposed;
- Photos of any damaged architectural elements being replaced;
- Provide catalog cuts and or samples of proposed materials;

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**PLEASE VISIT WWW.NEPTUNETOWNSHIP.ORG FOR THE
OCEAN GROVE HISTORIC DISTRICT DESIGN GUIDELINES**