26 February 2012

Information required by the Historical Commission to determine feasibility of a Historic Resource Impact Study

When applicable, the Historical Commission (HC) is asked to review changes to a Historic Resource (HR) per the Township’s Code of Ordinances, Chapter 27, Article 28, Historic Resource Preservation Section 27-2811

To conduct a proper and expedient review, at a minimum, the Historical Commission requires the following information to be submitted from an Applicant.

1. Name and address of applicant(s).
2. Name and address of record owner(s) of the Historic Resources and Contributing Resources; if different from the applicant.
3. Historic Resource Inventory (HRI) numbers of any resources on the subject tract from HRI and Historic Resource Map (HRM)
4. Site address and site plan, including all Resources and Contributing Resources; together with all other buildings and structures on site.
5. A detailed depiction (Drawings and Plans) of the proposed change(s).
6. A brief narrative of the proposed change(s).

Site plans and drawings do not have to be done by a professional. If the township requires them for a building or zoning permit, then the drawings submitted to the township may be used for HC as well. Site plans and drawings do have to be clear enough for HC to understand the intent, and the design and must include accurate dimensions.

HR, HRI and HRM information is available at the township building.

This is not meant to be a burden on the applicant and was established to protect our township’s Historic Resources. If needed, the HC will help the applicant with this information gathering. For convenience, the required information may be emailed to HC Chairman Eric Miller. emiller@ axs2000.net
Below is a copy of Section 27-2811 of Article 28, for background understanding

**Article 28 Historic Resource Preservation Ordinance**

Section 27-2811. **Historic Resource Impact Study**

1. **Applicability.** An historic resource impact study, unless waived by the Board of Supervisors, shall be submitted to the township for any subdivision, land development, land disturbance, or exterior structural alteration (including application for demolition) of a resource or to a building

   A. Within 250 feet of the exterior walls of a resource or within an identified historic district in the Township.

   B. Within 200 feet of the boundary of any identified historic district within the Township

   C. Within 200 feet of the exterior walls of an identified historic resource or within 200 feet of the boundary of any identified historic resource in an adjacent municipality.

2. The historic resource impact study shall be prepared by a qualified professional in historic preservation, historical architecture, or related field or profession.

3. **Contents.** The historic resource impact study shall contain, at a minimum, the following information in a form acceptable to the Township.

   A **Background Information**

   (1) Name of record owner

   (2) Inventory number of all resources on the subject tract from the HRI and HRM

   (3) Resource name as designated on the HRI

   (4) Site plan which includes and depicts the requirements of this Section K.3, including without limitation, all resources and contributing resources, together with all other buildings and structures.

   (5) A general site description, including topography, watercourses, vegetation, landscaping, existing drives, etc.

   (6) General description and classification (from HRI) of all resources located on tracts immediately adjacent to the subject tract or road, or within 200 feet of the subject property or tract

   (7) Physical description of all Class I and II Historical resources identified in subparagraph (2) above.
(8) Statement of the significance of each Class I or II Historic Resource both relative to the Township and region in general.
(9) Sufficient number of black and white 8 inch x 10 inch photographs to show every resource identified in subsection .1.B, above, in its setting. Photographs shall also be submitted on an electronic or digital media acceptable to the Township. Photographs shall include, but not be limited to, every face or elevation view of the resource.
(10) Narrative description of the historical development of the subject property or tract.

B **Proposed Change**

(1) General description of project, including timetable or phases
(2) Description of impact on each Class I or II Historic Resource identified in subsection .1.A, above and the surrounding property or site, with regard to architectural integrity, historic setting and future use.
(3) General description of effect of noise and traffic and other impacts generated by the proposed change in each Class I or II Historic Resource.

C **Mitigation Measures.**

Recommendations for mitigating the project’s impact on Class I or II Historic Resources, including design alternatives, buffering, landscaping, conservation of existing vegetation, and any other appropriate measures permitted under the terms of this Article and other Township codes, rules and regulations.