

# LOWELL HISTORIC BOARD



## APPLICATION for HISTORIC PERMIT or CERTIFICATE OF NONAPPLICABILITY

DOWNTOWN LOWELL HISTORIC DISTRICT & ACRE NEIGHBORHOOD DISTRICT

I. **PROPERTY ADDRESS** \_\_\_\_\_ **DISTRICT** \_\_\_\_\_

II. **APPLICANT** \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

**PROPERTY OWNER** \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

**ARCHITECT** *(if applicable)* \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

**CONTRACTOR** *(if applicable)* \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

III. **DESCRIPTION OF PROPOSED WORK** *(This description provides the basis for the official notice and subsequent decision, and must clearly represent the entirety of the project. Use additional pages if necessary.)*

IV. **DOES THE PROPOSED WORK REQUIRE OTHER PERMITS OR APPROVALS** *(other than a building permit)? IF YES, INDICATE:* \_\_\_\_\_

V. **ESTIMATED COST OF PROPOSED WORK** \_\_\_\_\_ **ESTIMATED COMPLETION DATE** \_\_\_\_\_

VI. **DOCUMENTATION SUBMITTED** *(Incomplete applications will be returned)*

PHOTOGRAPHS *(with labels)*

SHOP DRAWINGS, SKETCHES

MFGR's. LITERATURE, SPECS.

BUILDING PLANS, ELEVATIONS, SECTIONS

BLOCK PLAN

SITE PLAN

MATERIAL/COLOR SAMPLES

VII. **ARE YOU SEEKING/UTILIZING FINANCIAL ASSISTANCE/INCENTIVES FROM SOURCES OTHER THAN CONVENTIONAL FINANCING?**  YES  NO  
 IF YES, WHICH?  CITY OF LOWELL  REVENUE BONDS  
 CPA  TAX CREDITS/DEPRECIATION  
 LDFC  
 OTHER \_\_\_\_\_

VIII. **AUTHORIZATION** *(Both signatures required)*

I hereby certify under penalties of perjury that I am the owner or record of the property for which this application is being filed and as such, I am familiar with the work proposed to be carried out on my property.

I hereby give permission for this application to be filed with the full understanding that certain restrictions may be placed on the property relative to the approval of the proposed work.

**PROPERTY OWNER** \_\_\_\_\_ **DATE** \_\_\_\_\_  
 (If property is a condominium or cooperative, the chairman must sign)

**APPLICANT** \_\_\_\_\_ **DATE** \_\_\_\_\_

<b>FEE SCHEDULE</b>	
<b>SIGNS</b>	<b>\$25.00</b>
<b>MINOR DEVELOPMENT</b> (Never less than \$25 with a cap of \$1,000)	<b>¼ OF 1% OF TOTAL PROJECT COST</b>
<b>MAJOR DEVELOPMENT</b> (Never less than \$50 with a cap of \$2,000, legal ad included in fee)	<b>½ OF 1% OF TOTAL PROJECT COST</b>
<b>NON-PROFIT ORGANIZATIONS</b> 50% of above but never less than minimums noted above	

**PLEASE MAKE CHECKS PAYABLE TO  
 “CITY OF LOWELL”**

SUBMIT APPLICATIONS IN PERSON  
 OR BY MAIL TO:

LOWELL HISTORIC BOARD  
 LOWELL CITY HALL  
 375 MERRIMACK STREET  
 LOWELL, MA 01852  
 (978) 674-1443  
 (978) 446-7103 FAX  
 sstowell@lowellma.gov  
 www.historiclowell.net

FOR OFFICIAL USE ONLY:

APPLICATION# \_\_\_\_\_  
 DATE RECEIVED \_\_\_\_\_

FEE PAID \_\_\_\_\_  
 HEARING DATE \_\_\_\_\_

ALTERATIONS: MAJOR  NONAPPLICABILITY   
 MINOR

