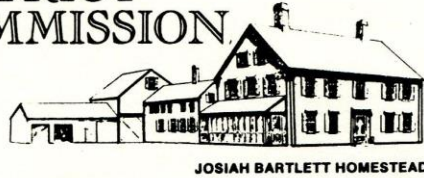


HISTORIC
DISTRICT
COMMISSION



Town of Kingston, New Hampshire 03848

Application for Certificate of Approval

Certificates of Approval are required for any work done on the exterior of buildings or structures located, or to be located, in an Historic District; shall be required for any additional buildings on the land within its boundaries; and shall be required for a change in, or additional use of, any land or structure within the Districts. (1201.6)

Applicants are required to submit a complete application to the HDC one (1) month prior to meeting with the Commission. Forms and Historic District Regulations: Article 1201 and Design Guidelines are available in the Selectmen's Office at the Town Hall and on-line at www.kingstonnh.org to guide your planning. Applicants are welcome to attend any meeting for information and guidance on filling out this form. HDC meetings are held on the second Tuesday of each month at 7:00 PM in the Main Meeting Room of the Kingston Town Hall.

Note #1: Some applications may require a Public Hearing.

Note #2: You may also need to apply to the Planning Board and/or the Building Inspector once your Certificate of Approval has been received.

The Commission will not act on any incomplete application.

Owner of Record/ Applicant: _____

Property Address/ Site Location: _____

Site Tax Map & Lot Number: _____

Phone: _____ Email: _____

Proposed Work (check all that apply)

New Construction Sign
 Alteration Demolition
 Change of Use Other (describe) _____

Proposed Start Date: _____ Proposed Completion Date: _____

1201.6 Work to be done under a Certificate of Approval must begin within six (6) months of the date of approval and must be completed within two (2) years or the certificate will be considered null and void.

Required:

- Detailed explanation **in writing** of the proposed work to be done including:
 - Type of construction (frame, slab, pole, etc.)
 - Materials to be used (brick, clapboard, shingles, etc.)
 - Plan for maintenance/preservation of architectural features of the project related to the original structure. Samples/examples of materials to be used.
- 3 Copies of site plans, sketches, pictures of proposed work in relation to current structure(s), construction plans and other pertinent information
- Fee _____

Optional:

- Public Hearing required/requested

Signature of Owner/Applicant _____

Date: _____

FEE TO BE PAID AT TIME OF APPLICATION

Remodeling of existing residential building	\$50
Remodeling of existing non-residential building	\$100
New residential building	\$100
New non-residential uses building	\$500
New or remodeling of accessory building	
Up to 200 sq. ft.	\$25
201+ sq. ft.	\$50
Change of use/Confirmation of use	\$50
Signs & Fences	\$25
Roof solar panels	\$25
Ground mount solar panels/Wind turbine	\$50
Demolition	\$50

Updated 6.12.2018