

Historic Preservation Board (HPB)
Application for a Certificate of Review for Historic Districts

Prior to completion of this application, please contact a Community Development staff person to review this process. Completed application and attachments must be submitted to the Community Development Department by 5 pm on the first Thursday of the month to be considered for the HPB agenda.

Date _____

Lakeland Historic Preservation Board
Design Review Committee
Community Development Department
228 South Massachusetts Avenue
Lakeland, Florida 33801
863-834-6011

Commercial

Residential

Public/Semi-Public

Location of Property _____
(Street address, name of building if applicable)

Owner _____ **Phone** _____

Applicant/Agent _____ **Phone** _____

Applicant Mailing Address _____

Email Address _____

General description of proposed project:

Repair Replacement Addition New Construction Demolition

Community Development Department, Staff use only

Date of initial contact: _____ Electronic submission Phone interview In person

Staff representative: _____

Design Professional: _____

Supplemental Application required: Yes No

Property Site File Number _____

Proposed Repair/Replacement/Addition/New Construction/ Demolition:

Please provide a brief, general description of the work to be performed.

Exterior Walls (Includes front, side and rear walls, structural, decorative and non-functional elements) _____

Windows/Awnings/Doors _____

Porches/Steps/Railings _____

Roofs/Soffits/Fascia/Chimneys _____

Garages/Garage Apartments _____

Accessory Structures (Includes carports, decks, storage sheds, swimming pools/screen cages, lighting) _____

Site Work (Walls, fences, satellite dishes and solar panels) _____

Painting/Finishes (Includes colors for commercial/public/semi-public structures) _____

Signage _____

Demolition (Must address 3 criteria listed in Ordinance # 3841) _____

Other _____

Attachments: The following attachments may be required for certain cases.

- Site plan that shows the location of the structure, (including retention ponds if required) sidewalks, access and driveways, fencing and signage.
- Architectural elevations or photo simulation or other drawings that show the proposed building.
- Information regarding zoning, setbacks and variances which may apply to this project.
- Application fee if required.

Signature of Owner or Applicant _____