



# Village of Southampton

BUILDING DEPARTMENT

23 Main Street

Southampton, NY 11968

631-283-0247 ext 146

ext 147

## CERTIFICATE OF APPROPRIATENESS

APPLICATION FOR "C OF A" FOR ALTERATION, CONSTRUCTION, OR DEMOLITION AFFECTING A LANDMARK OR PROPERTY IN THE HISTORIC DISTRICT

APPLICATION IS HEREBY MADE TO THE BOARD OF ARCHITECTURAL REVIEW AND HISTORIC PRESERVATION for the issuance of a **CERTIFICATE OF APPROPRIATENESS**, pursuant to the Chapter 65, the Southampton Village Historic Preservation law, Local Law # 7 of the Year 1986

\*RESPONSIBLE FOR ALL CONSULTATION FEES INCURRED AS PER CHAPTER 116-40.1-6\*

DATE: \_\_\_\_\_

FEES: \$285.00 +  
\$750.00 Deposit (Separate Check)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

AGENT FOR APPLICANT: \_\_\_\_\_  
(Name and telephone)

- Is the property designated a "LANDMARK" or located within the **HISTORIC DISTRICT**?

YES \_\_\_\_\_

NO \_\_\_\_\_

- Does the proposed work involve a change in design, material, color or outward appearance?

YES \_\_\_\_\_

NO \_\_\_\_\_

## CERTIFICATE OF APPROPRIATENESS

The Board of Architectural Review & Historic Preservation has determined that the proposed changes described in this application are compatible with the historic character of the premises and that of nearby properties, and alter the most important features of the property as little as possible. Therefore, the Board of Architectural Review & Historic Preservation has issued this **CERTIFICATE OF APPROPRIATENESS**

APPROVAL DATE: \_\_\_\_\_

BARHP BOARD MEMBER: \_\_\_\_\_

DENIAL DATE: \_\_\_\_\_

BARHP BOARD MEMBER: \_\_\_\_\_

(See separate letter for reasons)

**NOT NECESSARY TO COMPLETE 1-6 IF LISTED IN BUILDING PERMIT APPLICATION**

1. Property address & Tax Map #: 904- \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_
2. Name and Phone # of Owner: \_\_\_\_\_
3. Name and Phone # of Builder / Contractor: \_\_\_\_\_
4. Name and Phone # of Architect: \_\_\_\_\_
5. Existing use of premises: \_\_\_\_\_
6. Intended use after issuance of C.O.A: \_\_\_\_\_
7. Check nature of intended work:
  - a) \_\_\_\_\_ New Construction
  - b) \_\_\_\_\_ Addition
  - c) \_\_\_\_\_ Reconstruction or Alteration
  - d) \_\_\_\_\_ Demolition or Removal
  - e) \_\_\_\_\_ Sign
  - f) \_\_\_\_\_ Change of color or texture
  - g) \_\_\_\_\_ Plantings or Landscaping
  - h) \_\_\_\_\_ Other (please explain) \_\_\_\_\_
8. IN ALL CASES, attach photographs clearly indicating all public views of location affected.
9. MUST provide elevation drawings and perspective drawings indicating size and relationship to adjacent properties if new construction, addition, reconstruction or alteration is planned.
10. If plans are for DEMOLITION OR REMOVAL, a description of such structure must be provided.
11. If proposal includes a SIGN, please provide a drawing showing content of sign, type of method of illumination (if any), and a statement of the sign's proposed location.
12. If change of color or texture, please provide sample of color and materials.
13. For plantings and landscaping describe land, trees, and plantings to be moved, added or removed and the affected locations
14. If proposed work is not described above, provide whatever description, sample and pictures necessary to adequately describe your proposal.

**AFFIDAVIT:**  
**STATE OF NEW YORK**  
Ss:  
**COUNTY OF SUFFOLK**

\_\_\_\_\_ Being duly sworn deposes and says: That he/she (or applicant's agent) resides at \_\_\_\_\_ and is the owner (or agent for the owner) for the premises described in this application: that he/she has read the above application and reviewed the attached photographs, drawings, samples and descriptions and that to the best of his/her knowledge and belief, said information is a true and correct representation of the work proposed.

Sworn to before me this \_\_\_\_  
Day of \_\_\_\_\_ 20 \_\_\_\_.

\_\_\_\_\_  
(NOTARY PUBLIC)

\_\_\_\_\_  
APPLICANT OR AGENT FOR APPLICANT