

HISTORIC DISTRICT WORK PERMIT

A Historic Area Work Permit must be filed for the following specific items whether or not an Elkton Building Permit is required:

1. Repair or replacement of roofs, gutters, siding, external doors and windows, external trim, external lights, and other external appurtenant fixtures, with different materials of different design.
2. Removal of a building, structure, or object, or a visible portion thereof, including out-buildings.
3. New construction or any enlargement, modification, or alteration of the exterior of an existing building, structure or object which require a building permit.
4. Removal, replacement, or enclosure of porches.
5. Basic alteration of materials, including installation of siding, shingles, or masonry facing.
6. Removal of significant healthy trees.
7. Installation or removal of fencing or fence-walls.
8. Permanent installation or removal of shutters.
9. New paving or modification of paving materials in front of building line.
10. Removal, modification, or alteration of exterior architectural features.
11. First time painting, removal of paint or substantially changing the color of paint.
12. Exterior sandblasting.
13. Performing any grading, excavating, construction, or substantially modifying, changing, or altering the environment setting.
14. Erecting or causing to be erected any sign or advertisement (with the exception of those signs which are erected temporarily for such purposes as advertising the sale of the property site or promoting a political viewpoint) on exterior structures or in the environmental setting.

**TOWN OF ELKTON HISTORIC DISTRICT
WORK PERMIT APPLICATION**

Exterior changes to all properties within the Town of Elkton Historic District must be presented to the Historical and Architectural Review Committee for review and approval, before a building permit can be issued. Requests will require a public hearing that requires the attendance of the applicant or a representative. It is strongly suggested that you do not order or purchase any materials, or proceed with any work, until approval by the Historical and Architectural Review Committee and required permits are obtained. Please provide the following information (print):

PROPERTY ADDRESS: _____

CONTACT PHONE # _____

OWNER'S NAME: _____

OWNER'S ADDRESS: _____

APPLICANT'S NAME: _____

APPLICANT'S ADDRESS: _____

APPLICANT IS: _____ **Owner** _____ **Lessee** _____ **Other**

ARCHITECT (if any): _____

License #: _____

CONTRACTOR (if any): _____

License #: _____

DETAILED DESCRIPTION OF ALL EXTERIOR CHANGES PROPOSED:
Please include seven (7) sets of plans, drawings, rendering of the exterior work that you are planning, photographs of the existing condition of your building as well as the \$50.00 submittal fee:
