

Lenox Historic District Commission

Town Hall, Land Use Office, 6 Walker Street, Lenox, MA 01240
(413) 637-5504 phone (413) 637-5518
landuse@townoflenox.com

APPLICATION FOR CERTIFICATE

Applicant must file **eight (8) copies** of the completed application in the **Town Clerk's office**. Abutters must be notified no later than 14 days prior to the HDC meeting, therefore file your application as soon as possible and allow time for the Land Use Clerk to prepare and mail notices to abutters. You or your representative must be prepared to present your application to the HDC. The HDC holds their meetings on the first and third Tuesday of the Month. Please refer to our Guidelines and Historic District Bylaws that are available online at the Town's website: <http://www.townoflenox.com>

Please Check One:

- ☐ Certificate of Non-Applicability
☐ Certificate of Appropriateness
☐ Certificate of Hardship

Property Information:

Property Owner of Record: _____
Mailing Address: _____
Telephone: _____ Email address if available: _____
Signature of Property Owner of Record: _____

Applicant, if different from Owner: _____
Address of Subject Property: _____
Map Number: _____ Parcel Number: _____
Mailing Address: _____
Telephone: _____ Email: _____
Signature of Applicant: _____

Project Information:

A. Please Check Applicable Activity:

☐ Remodeling ☐ New Construction ☐ Demolition ☐ Sign ☐ Other

B. Describe proposed alterations, construction or demolition.

Attach building drawings and elevations, design details, including color, font, size, placement materials, dimensions, relationship to existing building, photos, and/or whatever else will make the project clear to the Historic District Commission.

Action Taken by Historic District Commission

Approved _____ Date _____

Not Approved _____ Date _____

Signatures

1) _____ 2) _____ 3) _____

4) _____ 5) _____