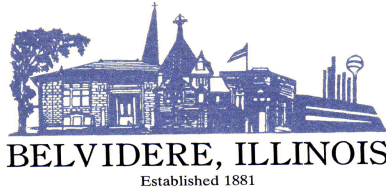


BELVIDERE HISTORIC PRESERVATION COMMISSION
Belvidere-Boone County Planning Department
Phone 815 544-5271
Fax 815 547-9214



APPLICATION
CERTIFICATE OF APPROPRIATENESS

Property Address _____

Property Legal Description _____

Name of Owner _____

Mailing Address _____

Daytime Phone _____ e-mail address _____

Date of Original Construction _____ Original Use _____

Proposed Work: Alterations _____ Restoration _____ Addition _____ New Construction _____

Garage _____ Siding _____ Relocation _____ Demolition _____ Other _____

In addition to the plans, architectural drawings, elevations and photos, describe the proposed activity, the current condition of the structure and reason for obtaining a Certificate of Appropriateness. Attach a separate sheet if necessary.

Architect's or Contractor's Name _____ Address _____

City _____ Contact _____

Applicant's Name _____ Address _____

City _____ Contact _____

What is the estimated cost of the project? _____

(If the cost exceeds 25 percent of the fair market value, you might consider applying for the property tax freeze program through the Illinois Historic Preservation Agency (217 785-5042).

Will original materials be replaced? _____ If so, what is the estimated cost of repair of original material _____ compared to the replacement material _____?

Is the proposed work necessary because of conditions that pose an imminent threat to the health, safety or welfare of citizens? _____ If yes, please explain: _____

If this request is for demolition, indicate the proposed use for the site. _____

Please submit photographs and architectural drawings and elevations to identify the existing conditions and the proposed changes affecting the existing structure.

The undersigned certifies that the project will be constructed in accordance with the aforesaid plans and specification unless otherwise indicated on the approved Certificate of Appropriateness granted by the Belvidere Historic Preservation Commission.

Applicant _____ Date _____

Owner _____ Date _____

Departmental Use Only

Application Approved _____ Denied _____

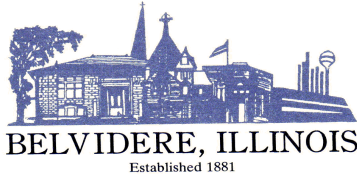
Notes Condition: _____

Certificate Approved on _____ Date _____ By _____ Chair _____

Certificate Issued on _____ Date _____ By _____ Administrator _____

cc: File, Building Department

BELVIDERE HISTORIC PRESERVATION COMMISSION
Belvidere-Boone County Planning Department
401 Whitney Boulevard
Phone 815 544-5271
Fax 815 547-9214



APPLICATION CERTIFICATE OF APPROPRIATENESS INSTRUCTIONS

If you have any questions regarding this application, please contact the Planning Department at 815 544-5271.

NOTE: Applications can be filed at anytime. Applications will not be processed until all of the required information has been submitted. See the attached schedule of meeting dates and deadlines for submittal. Applicants shall appear before the Belvidere Historic Preservation Commission.

An acceptable application includes the following:

Completed Application with the Appropriate Signatures
Legal Description and Address of Property
Photographs of Property's Existing Conditions
Plans, Architectural Drawing and Elevations, Photographs, Specifications, Site Plan, Brochures, etc. that help to explain the proposed reason for the Certificate of Appropriateness

Review filing procedure and select one of the local newspapers for publication of your required hearing notice. Planning staff will prepare the legal notice and deliver it to the newspaper. The publication bill will be forwarded to the applicant.

Public Hearing Legal Notice Required

According to the Belvidere Municipal Code, a public notice for consideration of the application shall be made not less than 15 days nor more than 30 days before a hearing, in a newspaper of general circulation published in the city.

A Notice of the Public Hearing will be completed by the Planning Staff for publication in a newspaper of local distribution. *****THE COST OF THE PUBLICATION IS TO BE PAID BY THE APPLICANT. *****
Please select on of the following newspapers for publication:

_____ Belvidere Daily Republican
815 547-0084 (published five times a week)

_____ Boone County Journal
815 544-4430 (publishes weekly on Friday)

NOTE: Fees are based on the length of the Notice of Public Hearing. If you wish to seek the lowest price, please contact the above newspapers.

**CITY OF BELVIDERE
- HISTORIC PRESERVATION COMMISSION -
2010 CALENDAR YEAR MEETING DATES**

**APPLICATION
DEADLINE**

COMMISSION MEETING

December 22

January 26

January 26

February 23

February 23

March 23

March 23

April 27

April 27

May 25

May 25

June 22

June 22

July 27

July 27

August 24

August 24

September 28

September 28

October 26

October 26

November 23

November 23

December 28

*Applications will not be processed until all required information is submitted.