



Application Number: _____

APPLICATION FOR CERTIFICATE OF EXEMPTION

Address of proposed work: _____ Map _____ Lot _____

Owner: _____ Cell Phone No. _____

Owner's Mailing Address: _____

Owner Email Address: _____

Representative: _____ Phone No. _____

Representative's Mailing Address: _____

Representative's Email Address: _____

Project Definition (Check all that apply)

Buildings: New Building _____ Existing Building Alteration and/or addition _____

Other: Fence _____ Wall _____ Shed _____ Paving _____ Other _____

Painting: Painting of existing building, structure or sign _____

Description of Proposed Project (Include all changes to existing structures, use separate sheet if necessary)

Exemption Qualifications: (Check all that apply)

_____ Project is not visible from a 'way' or 'public place' as defined (page 5) in the Old King's Highway Regional Historic District Commission, 'Bulletin' Section 3:04

_____ Project is as included in the Old King's Highway Regional Historic District Commission, 'Bulletin' Section 3:04

Submissions: Please see 'Submission Requirements for Various Types of Projects' and refer to 'Notes Regarding Submission Requirements for Various Types of Projects' included. Forms/Information attached - check all that apply:

COE _____ Shed Spec _____ Plot Plan _____ Elevation Drawings _____

Manufacturer Photos (brochure) _____ Existing Photos _____

Owner/Representative **Signature** _____ **Date** _____

For Committee Use Only

Committee Member Approval: _____

Approval Date:

This approval is valid for one year from Committee approval date

Please read packet before submitting application.

Submission Requirements for a Certificate of Exemption Application

Please complete and submit the attached application along with the following requirements:

1 hard copy of the following:

- Completed & signed application form.
- Existing Photos of the property (standing back enough to show structure(s)/land)
- An additional photo or plot plan indicating the approximate area of proposed project
- Photo of proposed materials e.g. fence or shed

Additional Requirements:

- Check payable to the Town of Sandwich, *see fee schedule*