

# APPLICATION FOR HISTORIC REVIEW

Application for alterations to the historic landmarks or properties located in a historic district or conservation district pursuant to Iowa City Code Section 14-3B. Guidelines for the Historic Review process, explanation of the process and regulations can be found in the Iowa City Historic Preservation Handbook, which is available in the Neighborhood and Development Services office at City Hall or online at: [www.icgov.org/historicpreservationresources](http://www.icgov.org/historicpreservationresources)

For Staff Use:

Date submitted:

Certificate of No material Effect

Certificate of Appropriateness

Major Review

Intermediate Review

Minor Review

The HPC does not review applications for compliance with building and zoning codes. Work must comply with all appropriate codes and be reviewed by the building division prior to the issuance of a building permit.

**Meeting Schedule:** The HPC meets the second Thursday of each month. Applications are due in the office of Neighborhood and Development Services by noon on Wednesday three weeks prior to the meeting. See last page of this application for deadlines and meeting dates.

## PROPERTY OWNER/ APPLICANT INFORMATION

(Please check primary contact person)

Property Owner Name:

Email:

Phone Number:

Address:

City:

State:

Zip Code:

Contractor/ Consultant Name:

Email:

Phone Number:

Address:

City:

State:

Zip Code:

## PROPOSED PROJECT INFORMATION

Address:

Use of Property:

Date Constructed (if known):

## HISTORIC DESIGNATION

(Maps are located at the following link: [www.icgov.org/historicpreservationresources](http://www.icgov.org/historicpreservationresources))

This Property is a local historic landmark.

**OR**

This Property is within a historic or conservation district (choose location):

Brown St. Historic District

Northside Historic District

College Hill Conservation District

College Green Historic District

Summit St. Historic District

Dearborn St. Conservation District

East College St. Historic District

Woodlawn Historic District

Goosetown/ Horace Mann

Jefferson St. Historic District

Clark St. Conservation

Conservation District

Longfellow Historic District

District

Governor-Lucas St. Conservation  
District

Within the district, this Property is Classified as:

Contributing

Noncontributing

Nonhistoric

## APPLICATION REQUIREMENTS

Choose appropriate project type. In order to ensure application can be processed, please include all listed materials. Applications without necessary materials may be rejected.

**Addition** (Typically projects entailing an addition to the building footprint such as a room, porch, deck, etc.)

Building Elevations

Floor Plans

Photographs

Product Information

Site Plans

**Alteration** (Typically projects entailing work such as siding and window replacement, skylights, window opening alterations, deck or porch replacement/construction, baluster repair, or similar. If the project is a minor alteration, photographs and drawings to describe the scope of the project are sufficient.)

Building Elevations

Product Information

Photographs

**Construction** of a new building

Building Elevations

Floor Plans

Photographs

Product Information

Site Plans

**Demolition** (Projects entailing the demolition of a primary structure or outbuilding, or any portion of a building, such as porch, chimney, decorative trim, baluster, etc.)

Photographs

Evidence of deterioration

Proposal of Future Plans

**Repair or Restoration** of an existing structure that will not change its appearance.

Photographs

Product Information

Other

Please contact the Preservation Specialist at 356-5243 for materials which need to be included with applications

## APPLICATION REQUIREMENTS

**Project Description:**

**Materials to be Used:**

**Exterior Appearance Changes:**

**To Submit Application:** Download form, Fill it out and email it to [jessica-bristow@iowa-city.org](mailto:jessica-bristow@iowa-city.org) or mail to Historic Preservation, City of Iowa City, 410 E. Washington Street, Iowa City, IA 52240

City of Iowa City  
**HISTORIC PRESERVATION COMMISSION**  
**APPLICATION DEADLINE**

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**APPLICATION DEADLINE (12:00 NOON)**

**MEETING DATE**

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DECEMBER 19, 2018.....	JANUARY 10, 2019
JANUARY 23, 2019.....	FEBRUARY 14, 2019
FEBRUARY 20, 2019.....	MARCH 14, 2019
MARCH 20, 2019.....	APRIL 11, 2019
APRIL 17, 2019.....	MAY 9, 2019
MAY 22, 2019.....	JUNE 13, 2019
JUNE 19, 2019.....	JULY 11, 2019
JULY 17, 2019.....	AUGUST 8, 2019
AUGUST 21, 2019.....	SEPTEMBER 12, 2019
SEPTEMBER 18, 2019.....	OCTOBER 10, 2019
OCTOBER 23, 2019.....	NOVEMBER 14, 2019
NOVEMBER 20, 2019.....	DECEMBER 12, 2019
DECEMBER 18, 2019.....	JANUARY 9, 2020

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**SUBMIT APPLICATION BY NOON TO:**  
**NEIGHBORHOOD & DEVELOPMENT SERVICES**

410 E. Washington Street, Level 2

(Application may also be submitted via email by sending to [jessica-bristow@iowa-city.org](mailto:jessica-bristow@iowa-city.org))

**Meeting time and location:**

Historic Preservation Commission meetings are scheduled at 5:30 p.m. on the second Thursday of each month in Emma Harvat Hall, City Hall, 410 East Washington Street. Attendees are advised to check the meeting agenda at [www.icgov.org/hpc](http://www.icgov.org/hpc) or contact the Department of Development Services at 319-356-5230 for any possible changes

**For more information contact:**

Jessica Bristow, 319-356-5243 or [jessica-bristow@iowa-city.org](mailto:jessica-bristow@iowa-city.org)