

CITY OF CAMDEN
DEPARTMENT OF PLANNING AND DEVELOPMENT
CERTIFICATE OF APPROPRIATENESS APPLICATION

Please return completed form to:

Historic Preservation Commission,
Room 224, City Hall, Camden, New Jersey 08101
Telephone#: (856) 757-7214 Fax#: (856) 968-4705

Property Address: _____ **District:** _____

Owner's Name: _____ **Block:** _____ **Lot:** _____

Owner's Address: _____ **Email:** _____

Contact Person: _____ **Phone:** _____

1. REQUESTED ACTION (check one)

- _____A: Rehabilitation/Restoration/Reconstruction
_____B: Addition/Alteration
_____C: New Construction/Infill
_____D: Sign
_____E: Demolition (see item #5, below)
_____F: Extension of Work Deadline (see item #6, below)

2. ARCHITECTURAL DRAWINGS (Please attach any drawings to this application)

- _____A: Elevations (for actions A, B, C, D, E)
_____B: Plans/Section (for actions B, C, D, E)
_____C: Details (can be shown on elevation for actions (A, B, C, D, E)

3. PHOTOGRAPHS (Please attach and list photos of major façade, including Historic photos of available.

4. DESCRIPTION OF PROPOSED WORK

Please attach a written description of any work that will be done to the exterior of the building, including landscaping. Note what action will be taken on the original structure's entrance, window, wall fabric, roof, architectural or landscape detailing, lighting, utility connection etc. This information may also be included on architectural drawings.

5. DEMOLITION (if requested)

Please attach a written explanation detailing why demolition is necessary. Attach any pertinent information documenting financial hardship, health and safety requirements or plan for new construction that any necessitate demolition.

6. EXTENSION OF WORK DEADLINE (if requested)

Please attach a written explanation identifying why a work extension is requested. State any pertinent technical, legal, or financial circumstances that have change since the original Certificate of Appropriateness was granted by the City of Camden Planning Board. State any building conditions that have changed since the date of Planning Board approval and any changes from the originally approved scope of work.

NOTE: The approved work must commence within one year of the date of Planning Board approval; otherwise, a new Certificate of Appropriateness is required.

7. APPLICATION FEE (please attach a check or money order payable to the City of Camden)

_____ \$34.10 (Sign Application) _____ \$38.19 (ALL other Applications)

8. ADDITIONAL INFORMATION (Please list the attached documents submitted with this application) _____

9. PROPERTY OWNER'S PERMISSION (IF NOT APPLICANT)

I HAVE READ THIS APPLICATION AND EXAMINED THE ATTACHED DOCUMENTS HEREBY CONSENT TO ITS SUBMISSION.

Signature: _____

Date: _____

10. APPLICANT'S STATEMENT

I hereby attest that the information I have provided is, to the best of my knowledge correct.

Signature: _____

Date: _____

PLEASE NOTE: Complete applications required documents and fees must be received by the Secretary of the Historic Preservation Commission at least ten (10) days in advance to the published meeting date. Applicants **MUST** attend both the Historic Preservation Commission and subsequent Planning Board meeting for the application to be heard. The action of the Historic Preservation Commission and the Planning Board **do not** assure Federal certification of the work done for the historic preservation tax credits allowed under Federal law.

(Revised/Effective 10/21/2025)