

Town of Abita Springs

GUIDE TO FILING AN APPLICATION FOR HISTORIC COMMISSION REVIEW

NON-STRUCTURAL ADDITIONS

IE: FENCES/SIGNS/PAINT COLOR

The deadline to be added to the Historic agenda is 10 days before the meeting date.

Dates can be found at <https://www.townofabitasprings.com/historic-meetings>

REQUIRED DOCUMENTS

- Completed Historic Certificate of Appropriateness Application
- Google Map with location marked showing surrounding streets (*Example below*)
- Street View of Property (*Example below*)
- Site Plan (with Dimensions of Setbacks, no smaller than 1:20 Scale)
- Photo/sample of sign or fence
- Show placement of sign or fence on drawing or map



GOOGLE MAP LOCATION



STREET VIEW

Town of Abita Springs

Date: _____

Type of Approval

- Owner
- Applicant

- Sign Fence
- Other: _____

APPLICATION FOR PERMIT TO: *(Briefly describe project- Use separate paper if necessary)*

APPLICANT NAME:

Email: _____ Phone: _____

Address: _____

OWNER (IF DIFFERENT FROM APPLICANT):

Email: _____ Phone: _____

Address: _____

CONTRACTOR NAME & COMPANY:

Email: _____ Phone: _____

Address: _____

Signature of Owner _____ Date _____ Signature of Applicant _____ Date _____

----- **Do Not Write Below this Line** -----

7 DAYS NOTICE REQUIRED BEFORE FINAL APPROVAL OF CONSTRUCTION. IF YOU BUILD IN THE HISTORIC DISTRICT APPROVAL MUST BE GIVEN BEFORE YOUR CERTIFICATE OF OCCUPANCY WILL BE ISSUED.

Commissioners Initial

Ron Blicht _____

Review Date: _____

Otto Dinkelacker _____

Approved: _____

Thad Mancil _____

Andre Monnot _____

Commissioner Assigned: _____

Paul Vogt _____

Work Completed as Presented: _____

Inspected on Date: _____

Town of Abita Springs

SUBJECT PROPERTY

Street Address or Legal Description:

Nearest Cross Streets:

Lot Dimensions:

Work Begins:

Estimated Completion Date:

DETAILS ABOUT YOUR SIGN OR FENCE

SIGNS

Location: Permanent Temporary

Location: On Building Hanging

Size of Sign:

Two-Sided Sign? Yes No

Sign Material:

Post Material:

Height of Sign:

Describe Sign Lighting:

Notes:

FENCE

Location:

Style:

Height:

Material:

Type: 4' Picket 7' Privacy 6' Privacy with 2' Lattice

Set Back Requirements:

Notes:

PAINT DETAILS

Details:

OTHER

Give Details: