

Any questions, feel free to contact: historicprescomm@ridgefieldpark.org

HISTORIC PRESERVATION COMMISSION

**Application for:
CERTIFICATION OF APPROPRIATENESS
For Exterior of Structure**

Application No. _____

Date: _____

Make check payable to: VILLAGE OF RIDGEFIELD PARK

234 Main Street
Ridgefield Park, NJ 07660

APPLICATION FEE: \$60.00

**IF YOU ARE UNABLE TO SPEAK FLUENT
ENGLISH, PLEASE MAKE SURE TO BRING
SOMEONE FLUENT IN ENGLISH TO
TRANSLATE FOR YOU**

To be submitted (together with three copies) to Approving Authority at least ten days prior to meeting date (fourth Thursday of each month @ 6:00 p.m.) for placement on agenda. It shall be understood the Applicant and Property Owner have reviewed the Ordinance to amend Chapter 96 Development Regulations, establishing the Central Business Historic District, including its Building Design Guidelines.

General Description of the Proposed Work –
(overview of the scope of work being proposed with impact on the building exterior)

Applicant	Property Owner
Signature _____	Signature _____
Name _____	Name _____
Address _____	Address _____
_____	_____
Phone (____) _____	(____) _____
Email _____	_____
Interest of Applicant if other than Property Owner _____	

STATEMENT OF OWNER WHERE THE APPLICANT IS NOT THE PROPERTY OWNER:

I, _____, the owner of lot(s) _____ in Block _____, known as
(address) _____, in the Village of Ridgefield Park, Bergen County, New Jersey,
hereby acknowledge the application of _____ for the development in the Ridgefield
Park Historic District of said lot(s) is made with my complete understanding and permission in accordance with purchase,
lease, rent or other option agreement entered between me and the Applicant herein stated. I also understand that any
repairs necessary for approval of this application may be my responsibility as property owner.

Signature of Owner

Signature of Applicant

HISTORIC PRESERVATION COMMISSION

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If you are unable to speak fluent English, please make sure you bring someone fluent in English to translate for you.

THE FOLLOWING INFORMATION IS HEREIN SUBMITTED WITH THIS APPLICATION:

Lot Width _____ (feet) Building Height _____ (feet)

Awning/Canopy (yes) (no) Quantity _____ Overall size _____ (sq. ft.)

Projection from building face _____ (inches) _____ (inches) _____ (inches)

Colors _____

Lettering on Awning/Canopy, if any, to read:

“ _____ ”

Sign (yes) (no) Quantity _____ Overall size _____ (sq. ft.)

Projection from building face _____ (inches) _____ (inches) _____ (inches)

Colors _____

Lettering on Sign, to read:

“ _____ ”

Signage on window (yes) (no) Type _____

Colors _____

Signage to read:

“ _____ ”

Exterior illumination (yes) (no) Type _____

(NOTE: BACKLIT, INTERNALLY LIGHTED, AND NEON SIGNS ARE NOT PERMITTED)

Sidewalk improvements (yes) (no) Type _____

THE FOLLOWING INFORMATION MUST ALSO BE SUBMITTED FOR REVIEW AND APPROVAL:

Photograph of Front of Building

Drawing of front elevation showing all signs, lighting, lettering and awning locations and sizes and all other appurtenances, including trees, materials and colors. Include dimensions of pertinent information.

Drawing of sidewalk improvements (paving, street fixtures) where applicable.

Material samples, catalog cuts and color schemes of finishes including, but not limited to, brick, stucco, signage, fixtures, awnings or canopies, storefront.

HISTORIC PRESERVATION COMMISSION USE ONLY

Application No. _____

Filing Date _____

Hearing Date _____

Commission Action _____

Continuation _____

Continuation _____

Decision _____

Signed _____

Copy to Building Department _____

Date _____

ONSITE INSPECTION LIST FOR ISSUANCE OF C/O

Application No. _____ Date: _____
Lot: _____ Block: _____
Address: _____

INSPECTED:

_____ **Awning/Canopy** (yes) (no) Quantity _____ Overall size _____ (sq. ft.)
Projection from building face _____ (inches) _____ (inches) _____ (inches)
Colors _____
Lettering on Awning/Canopy, if any, to read:

“ _____ ”

_____ **Sign** (yes) (no) Quantity _____ Overall size _____ (sq. ft.)
Projection from building face _____ (inches) _____ (inches) _____ (inches)
Colors _____
Lettering on Sign, to read:

“ _____ ”

_____ **Signage on window** (yes) (no)
Type _____
Colors _____
Signage to read:

“ _____ ”

_____ **Exterior illumination** (yes) (no)
Type _____

(NOTE: BACKLIT, INTERNALLY LIGHTED, AND NEON SIGNS ARE NOT PERMITTED)

_____ Sidewalk improvements (yes) (no)
Type _____

_____ **Approved for C/O by;** _____