

WEST PIKELAND TOWNSHIP  
1208 KIMBERTON ROAD  
CHESTER SPRINGS, PA. 19425  
BOARD OF SUPERVISORS

**RESOLUTION NO. 2006-11-15**

- WHEREAS, the Historic Commission, established by Resolution 2005-09-16 its membership, powers and duties are as provided in Implementation of the policies of the *West Pikeland Township Comprehensive Plan* and the requirements of Section 804, Historic Preservation Overlay District, of the *West Pikeland Township Zoning Ordinance of 2005*.
- WHEREAS, the Historic Commission has been formed to provide and assist the Board of Supervisors and all other Officers of the Commissions and Boards of West Pikeland Township in the integrity and protection of the historic resources of West Pikeland Township and matters relating to Article VIII, Section 804-Historic Preservation Overlay District of the West Pikeland Township Zoning Ordinance 2005-201. WHEREAS, it is the intent of this Resolution to establish a uniform and comprehensive Application for Review form for all Applicants to compete in connection and compliance with Section 804 of the West Pikeland Township Zoning Ordinance 2005-201.
- WHEREAS the Board of Supervisors hereby set forth the filing procedures and timelines for an Application for Review to develop a clear process by which proposed changes affecting historic resources are reviewed.
- WHEREAS, the filing procedures and timelines for an Application for Review shall be as follows:

**Procedure to make application to the West Pikeland Township Board of Supervisors for Review and Comments from the West Pikeland Township Historic Commission**

1. An Application for Review shall be filed along with the application for a building permit (if required) to the Building/Zoning Officer. The Township Ordinances require that any work related to historic structures and historic resources, historic settings, and landscapes and land use changes effecting historic resources in West Pikeland Township requires an *application for review*. . A copy of the Application for Review is attached hereto and incorporated herein by reference as Exhibit “A”
2. Request an informal consultation with the West Pikeland Township Historic Commission. The Commission is concerned with the exterior of buildings and structures, their sites and surroundings, adjoining and surrounding proposed activities and development, scenic and historical roads, grounds, vistas, the architectural and historical context of structures, the archeological, architectural and historical artifacts that are associated with a site and any proposed restoration or changes to historic resources and their surrounding context. The Commission follows the requirements of the West Pikeland Township Zoning Ordinance of 2005, Section 804; the guidelines of the State Historical Commission and the Secretary of the Interior’s Standards for Rehabilitation. When coming to a recommendation regarding any Application for Review, it is requested that applicants become familiar with these requirements before requesting an *informal consultation*.
  - A summary of the historical and cultural significance of the site and its surroundings, and its context as well as the details that add significance. The primary era of the site should be identified.

- A detailed description of the proposed work or changes and whether they are restoration, preservation, repair, rehabilitation, or change of use. The changes in land use, structure uses, scale, footprint, number of buildings, roadways, pathways, materials, colors and paints and other key elements should be indicated, along with discussions of appropriateness with samples of materials where appropriate.
- Good quality drawings or sketches of the proposed work or modifications. If an addition or structural change is proposed, the same drawings as required for a building permit should be submitted.
- Catalogue of cuts for any proposed addition, changes or replacement of architectural elements (such as windows, railings, gutters, wall textures, roof materials).
- These should be submitted to the Township office which will notify the Historical Commission.

The Commission will make every effort to complete the review in 30 days, but if the application is complex, incomplete or the application materials and explanations submitted are inadequate and not appropriate for the guidelines and standards discussed above, it is the responsibility of the applicant to respond to the Commission and Township's comments or requests in a timely manner.

A letter of recommendation and discussion of adequacy or inadequacy is submitted to the Board of Supervisors by the Historic Commission to complete the review process. The Board of Supervisors decides whether a public meeting is necessary prior to granting approvals or requiring additional changes to the plans.

ADOPTED THIS 7th DAY OF November 2006, by the West Pikeland Township Board of Supervisors.

11/7/06

BOARD OF SUPERVISORS

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Harold Hallman III, Chairman

ATTEST:

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Linda Glaum, Vice Chairman

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William Cracas, Member

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Joan C. Matthews, Secretary