



APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Send **completed** application and check to:
Meridian Street Preservation Commission
200 E. Washington Street, Suite 1821
Indianapolis, IN 46204

MSPC Case No.: _____

**Address of the Property
where work is to be
done:**

Applicant's Name: _____ Phone No: _____
Address: _____ FAX No: _____
E-Mail address: _____ Zip Code: _____

Name of Owner(s): _____ Phone No: _____
Address of Owner: _____ FAX No: _____
E-Mail address: _____ Zip Code: _____

The present Use of the property is: _____
The current Zoning Classification of the property is: _____
Will the Use change under the proposed work? Yes No
If yes, to what? _____

The work being proposed will be on/for (check all that apply):
 New building Site Work/Landscaping
 Renovation or Remodel of Primary structure Demolition of Primary structure (partial or complete)
 Renovation or Remodel of Accessory structure Demolition of Accessory structure (partial or complete)
 Other (describe): _____

Detailed Description of work to be done (attached additional sheets if necessary):

The work will be done by: Owner Contractor Other

Contractor's Name: _____ Phone: _____ Fax: _____
Date of start: _____ Date of completion: _____

Documentation submitted (10 copies required of any information submitted):
 Site Plan, legible & drawn to scale (required) Photographs (required)
 Building plans, elevations (required) Samples/Swatches
 Drawings/Sketches Other

I (we) affirm, under the penalties for perjury, that the foregoing representations are true.

Signature of Owner

Date

Signature of Applicant (if different than Owner)

Date

MERIDIAN STREET PRESERVATION COMMISSION

~ Statutory Tests for Approving a Certificate of Appropriateness ~

The Commission may approve a certificate of appropriateness if the evidence establishes that the Commission can ANSWER **NO** TO ALL OF THE FOLLOWING (from IC 36-7-11.2-59):

1. **DENSITY**

Permit a residential usage that would be of a substantially **greater density** than that average of Meridian Street property lying within one thousand (1,000) feet of the property in question, excluding multiple family residential or commercial purposes.

2. **SIZE AND SCALE**

Appear **substantially smaller or larger in size and scale** than that average of the single and double family residential dwellings situated upon Meridian Street property lying within one thousand (1,000) feet of the property in question.

3. **FRONT SET-BACK**

Have a **set-back from Meridian Street significantly less** than that average of structures facing upon Meridian Street that are within one thousand (1,000) feet of the property in question.

4. **SIDE SET-BACK**

Have **side lots measuring less than fifteen (15) feet** from the property line of the subject property to the wall of the structure erected or altered.

5. **HOUSE SIZE**

If primarily a residential dwelling, have a **ground floor area of less than two thousand (2,000) square feet** or forty percent (40%) of the total area of the parcel of land upon which the dwelling lies, whichever is less.

6. **TOTAL LOT COVERAGE**

Including all other structures upon the parcel, have a **total ground floor area greater than fifty percent (50%) of the total area** of the parcel of land upon which the structure lies.

7. **VIEWES AND EXPOSURE**

Substantially **encroach upon the view and exposure** of a residential structure on a neighboring property.

AND ANSWER **YES** TO BOTH OF THE FOLLOWING (from IC 36-7-11.2-61):

1. **Appropriateness**

The proposed construction **will** be **appropriate to the preservation of the area** comprised of Meridian Street and bordering property; and

2. **Design Guidelines**

The proposed construction **will** **comply with the architectural and construction standards existing in the area**. In determining appropriateness, consideration given to the **historical and architectural style, general design, arrangement, size, texture, and materials** of the proposed work and the relation of the proposed work to the architectural factor of other structures in the area, in addition to other factors that the Commission considers pertinent.

WHEN DETERMINING **APPROPRIATENESS**, MINIMUM CONSIDERATION IS GIVEN TO:

- Historical and Architectural Style
- General Design
- Arrangement
- Relation of proposed work to the architectural factor of other structures in the area.
- Size
- Texture
- Materials