

IMPORTANT NOTICE TO APPLICANTS REGARDING DEMOLITION

Section 550-54.G.(1) of the Newtown Borough Zoning Ordinance states that full or partial demolition of any building or structure requires issuance of a demolition permit. Additionally, you are required to obtain a recommendation from the Newtown Joint Historic Commission (JHC) prior to commencing demolition work.

Accompanying this notice is a Determination of Significance Form to be completed in accordance with the application procedure described on the front of the form. To assist in the process of determining reviewable demolition criteria, please refer to the information below.

The JHC appreciates your interest in Newtown's unique architectural and historic character and your participation in protecting and preserving it.

JHC Review Criteria

The following criteria are considered by the JHC as typical forms of "demolition" to be reviewed, based on the definitions of "Structure" and "Demolition" found in the current Borough Zoning Ordinance and Historic Architectural Review Board Ordinance:

- Removal of full or partial free-standing or attached, covered or fully-enclosed structures.
- Removal of full or partial exterior wall assemblies.
- Removal of full or partial roof assemblies.
- Removal of minor roof structures (i.e. dormers, cupolas).
- Removal of original detailed wood trim.
- Removal of chimneys.
- Removal or alteration of solid stone walls at property borders or other locations on a property.

The following miscellaneous work is not considered "demolition" that requires JHC review:

- Removal and/or replacement of exterior surface materials (i.e. sheathing, siding, brick or stone veneer, roofing shingles).
- Removal of doors, windows, and skylights in exterior wall and roof assemblies.
- Removal of interior construction.
- Installation of "communicating" openings in exterior walls (i.e. doors, pass-throughs into a new addition).

On occasion, a condition not identified above might arise during the process of determining the need for JHC review. At those times, the JHC should always be consulted for a decision. For questions, please contact the current JHC Chairperson listed on the Borough's website - www.boroughofnewtown.com.

NEWTOWN BOROUGH
23 North State Street, Newtown, PA 18940
Phone (215) 860-8859
Fax (215) 968-6338

ZONING OFFICER TO COMPLETE date of filing by Applicant: _____ date submitted to JHC: _____ date of JHC meeting: _____
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NEWTOWN JOINT HISTORIC COMMISSION
DETERMINATION OF SIGNIFICANCE FORM

(This form is to be completed by the Applicant and Newtown Borough Zoning Officer)

Preservation of the architectural and historic integrity of Newtown Borough and Township is one of the goals of the Newtown Joint Historic Commission (JHC). Completion of this document will assist the JHC and the Zoning Officer in determining the architectural and historic significance of the structure(s) you are considering for demolition.

APPLICATION PROCEDURE:

1. If either full or partial demolition of any structure is proposed, this form must be completed and submitted to the Zoning Officer prior to applying for a demolition permit. If either full or partial demolition of any structure is proposed as part of a subdivision and/or land development plan application, this form must be completed and submitted concurrently with the initial subdivision and/or land development plan application.
2. Photographs showing all pertinent views of structures intended for full demolition shall accompany the completed Determination of Significance Form. If partial demolition is intended, mark specific areas of planned demolition on each applicable photograph.
3. The JHC meets on the 4th Monday of each month, and must receive your completed Determination of Significance Form by the 2nd Monday of that month. Return the completed form to the Zoning Officer, allowing sufficient time for administrative review and processing.
4. Following its receipt from the Zoning Officer, the JHC will review the completed Determination of Significance Form, and submit its formal recommendation to the Zoning Officer.
5. You will be notified by the Zoning Officer regarding the JHC recommendation and advised of the next step(s) in the application process.

IMPORTANT: A demolition permit must be issued by Newtown Borough prior to commencing full or partial demolition of any structure(s) in Newtown Borough.

Property address: _____ TMP# _____
Newtown, PA 18940

Property owner's name: _____

Applicant's name: _____

Applicant's address: _____

Applicant's telephone #: Home _____ Work _____
(complete all as Cell _____ Fax _____
appropriate)

E-mail address: _____

Name & telephone number of person to contact to schedule an appointment, if site inspection is required:

Extent of intended demolition: Partial Full

Describe structure(s) to be considered for demolition and make reference to photographs submitted. If partial demolition is intended, mark specific areas of planned demolition on each applicable photograph.

Type of structure(s):

Single-Family Dwelling Multi-Family Dwelling Commercial/Industrial Structure
 Accessory Structure Other (describe) _____

Present status: Occupied Unoccupied

Construction type: Frame Stone Unit Masonry Concrete
Other (describe) _____

Exterior material: Wood siding Brick Stone Block Stucco
 Concrete Other (describe) _____

Roof material: Slate Cedar shake Wood shingle Asphalt shingle
 Built-up plies Metal (type: _____)
 Synthetic Other (describe) _____

Interior walls: Plaster Sheetrock Masonry (type: _____)
Other (describe) _____

Height in stories: _____

Approximate age of structure(s) in years or date of construction: _____

Describe, in detail, the reason(s) for the demolition request. (Use another sheet, if necessary)

Will the structure(s) to be demolished be replaced? No Yes

If yes, describe the planned replacement and anticipated date of replacement. (Use another sheet, if necessary)

END OF REQUESTED INFORMATION

Signature of Applicant

Date

Signature of Zoning Officer

Date

Submit completed form to: buildingandzoning@boroughofnewtown.com