**In 1983, President Ronald Reagan officially recognized Oley Township’s placement on the National Register of Historic Places. In doing so, Oley Township became one of only three other townships so listed in their entirety in the United States. We remain a unique community with a world-renown historic and agricultural heritage and we hope to preserve what it is that makes us special.**

**The Historical Architectural Review Board (HARB) bases its discussions and determinations of historic architectural appropriateness on the United States Secretary of the Interior’s “**[**Standards for Rehabilitation and Guidelines for Rehabilitation Historic Buildings**](https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf)**” and the** [**Oley Township Historic District Ordinance**](http://oleytownship.org/wrp/wp-content/uploads/2019/05/ch28_historic.pdf)**.**

|  |  |  |  |
| --- | --- | --- | --- |
| To be completed only by the Township | | | |
| DATE FILED: | | TIME FILED: | |
|  | |  | |
| 1. Applicant(s) | | | |
| 1. Name(s): | |  | |
| 1. Mailing Address: | |  | |
| 1. Telephone Number: | |  | |
| 1. Email Address: | |  | |
| 1. Legal Status of Applicant(s) (check one): | | | |
| Owner(s) of legal title | | Owner(s) of equitable title | |
| Tenant(s) with permission of owner of legal title | | Other (describe) | |
|  | |  | |
| 1. Attorney, if any, for Applicant(s): | |  | |
| 1. Name: | |  | |
| 1. Mailing Address: | |  | |
| 1. Telephone Number: | |  | |
| 1. Email Address: | |  | |
|  | |  | |
| 1. Owner(s) of legal title of subject property [if other than Applicant(s)]: | | | |
| 1. Name: | |  | |
| 1. Mailing Address: | |  | |
| 1. Telephone Number: | |  | |
| 1. Email Address: | |  | |
|  | |  | |
| 1. Subject Property: | |  | |
| 1. Number and Street Address: | |  | |
| 1. Location with reference to nearby intersections or prominent features: | | | |
|  | |  | |
| 1. Tax Parcel No.: | |  | |
| 1. Size, construction, and use of existing improvements or use of land if unimproved | | | |
|  | |  | |
| 1. Year Built (earliest section if more than one section: | | | |
| 1. Architectural Style of Building (including primary materials used) | | | |
|  | |  | |
| 1. Describe Nature of Project (check all that apply): | | | |
| Addition | Repair | Demolition | New Construction |
| Replacement | Shed/Garage | Alterations | Fence |
| Sidewalks | Renovations | Gate | Awnings/Signs |
|  | |  | |
| 1. Describe character of work (exterior only), indicating how work will be performed (i.e. replace with in-kind materials (e.g. “asphalt shingles to be replaced with asphalt shingles in same style/pattern”) | | | |
|  | | | |
| 1. Describe the location of changes or parts of structure to be changed (information should be supplied for each class of exterior work to be performed). | | | |
|  | |  | |
|  | |  | |
|  | |  | |
| 1. For existing structures, what steps will be taken to preserve the building’s historic character? | | | |
|  | | | |
|  | | | |
|  | | | |
| 1. For new construction, what steps will be taken to have the character of the new construction blend with similar historic structures in Oley Township? | | | |
|  | | | |
|  | | | |
|  | | | |
| 1. Submission Checklist:   ***NOTE: Please include as much information as feasible to ensure an efficient and timely review.*** | | | |
| Completed Application | | | |
| Photographs - include all views from public street(s) | | | |
| Samples or Catalog Cuts of Materials to Be Used: | | | |
| Scale Drawings – Site plan showing proposed changes and details of exterior elements (not necessary for repairs or replacements) | | | |
| Additional information required after initial consultation or preliminary review | | | |
|  | | | |
|  | | | |
| 1. Additional information that the review board should consider regarding this application: | | | |
|  | | | |
|  | | | |
|  | | | |
|  | | | |
| You are encouraged to attend the review board meeting to present your application and answer questions that may arise in the review discussion. The board typically meets on the fourth Monday of the month at 7:00 PM at the Oley Township Municipal Building at 1 Rose Virginia Road, Oley, PA. Please call 610-987-3423 or email [oleytownship@hotmail.com](mailto:oleytownship@hotmail.com) to confirm the meeting time and location.  If enough information is not provided to perform a thorough review, the Application may be recommended for denial unless an extension of the review period is provided by the applicant. Completed Applications must be submitted to Oley Township (via hard copy at township building or mail to P. O. Box 19, Oley, PA 19547-0019; or email electronically to [oleytownship@hotmail.com](mailto:oleytownship@hotmail.com)) at least ten (10) days prior to the next scheduled HARB meeting date. An Application fee of $25.00 is required upon submission of the Application payable to Oley Township.  When a building permit is required, it is the Owner/Applicant’s responsibility to acquire it. A building permit may only be issued after the Oley Township Board of Supervisors has issued the Certificate of Appropriateness. You must comply with all applicable codes. The Certificate of Appropriateness does not give any variance or exceptions to such codes. Contact the Oley Township Code Enforcement Officer at 610.987.9290. | | | |
| Owner’s Signature: | | Date: | |
| Owner’s Name (Print): | | | |
| Applicant’s Signature: | | Date: | |
| Applicant’s Name (Print): | | | |
|  | | | |