



Historic Preservation Landmark Alteration Certificate (LAC) Application

► **REQUIRED MATERIALS FOR PROPOSED EXTERIOR WORK TO ALL PROPERTIES IN DESIGNATED HISTORIC DISTRICTS AND INDIVIDUALLY LANDMARKED**

- Signed application
- Current site plan or map showing location of property. Provide as PDF.
- Photographs of all sides of the property, including the view from the street. Provide as PDF.
- Other materials defined by project type and scope. See page 2 for a checklist of required materials.

► **TO SUBMIT YOUR LANDMARK ALTERATION CERTIFICATE (LAC) APPLICATION**

- Save your materials as PDFs using the naming conventions in the [Online Plan Application Guide](#)
- Email application to PDSskipatrip@bouldercolorado.gov. Put **Historic Preservation** in the subject line.
- Questions? Contact Historic Preservation staff at 303-441-1994 or historic@bouldercolorado.gov
- Si necesita ayuda para traducir esta información al español, llame al 303-441-1905

► **APPLICANT CONTACT INFORMATION**

Name	Phone#	Email Address		
Address		City	State	Zip

► **OWNER CONTACT INFORMATION** SAME AS APPLICANT

Name	Phone#	Email Address		
Address		City	State	Zip

Signature of Owner or Authorized Agent (Applicant): _____ Date: _____

► **PROJECT INFORMATION** THE WORK WILL NEED TO MEET THE [GENERAL DESIGN GUIDELINES](#) AND ANY **DISTRICT-SPECIFIC DESIGN GUIDELINES (LINKS BELOW).**

Project Address

Historic District	Chamberlain	Highland Lawn	West Pearl	Individual Landmark Name:
(Check one. Search the map of Landmarks and Historic Districts.)	Chautauqua	Hillside	16 th Street	
	Downtown	Mapleton Hill		
	Floral Park	University Place		

Brief Project Description / Scope of Work

► **CHECKLISTS FOR REQUIRED MATERIALS**

For the following scopes of work, check all that apply and include separate PDFs of the required documentation.

For any other scope of work, include completed page 1, site plan or map, photographs and description of work proposed.

Painting roofing	Completed page 1, site plan or map, photographs Color chips or cut sheets detailing type and color or roofing / colors of paint
Antenna or mechanical unit Commercial sign or awning	Completed page 1, site plan, photographs Location of proposed work on a plan
Deck or patio Outdoor kitchen In-ground pool or spa Fence located at front of house Fence at side or rear of house*	Completed page 1, site plan, photographs Scaled elevations, showing all dimensions (including space between pickets*) *side and rear fences with max. height of 5' with min 1" spacing between pickets can be reviewed by staff.
Solar panels	Completed page 1, site plan, photographs Solar renderings Details of type of mount and panel proposed
New free-standing building 340 sq. ft. or smaller New free-standing building larger than 340 sq. ft. Demolition and new construction Addition Porch	Completed page 1, site plan, photographs Scaled architectural plans / project drawings: Side by side existing and proposed, with annotated (measurable) scale. Initial code review for new construction. See section below.
Doors Windows Skylights	Completed page 1, site plan, photographs Doors / windows replacement worksheet. This supplement will be sent to the email address included on page 1 once the LAC application is accepted. Details of new product proposed (cut sheets / specs)

► **INITIAL CODE REVIEW FOR NEW CONSTRUCTION**

This review is intended to identify potential zoning and building code issues for **new construction only**. Please fill out to the best of your ability. The verification of this form is a customer service review and does not constitute a formal review of all applicable codes and regulations. All sections of the Boulder Revised Code must still be adhered to prior to performing any work. More information can be found here: bouldercolorado.gov/services/zoning. Questions can be directed to [Inquire Boulder](#).

Proposed work is within required setbacks	Yes	No		
	Existing	Proposed new	Total after construction	Allowed maximum
Building coverage (sq. ft.)				
Floor area (sq. ft.)				
Height				

Will the proposed require a variance or exemption? (check all that apply):

- | | |
|--|--|
| Setback variance (Section 9-7-2, B.R.C., 1981) | Bulk plane requirements (Section 9-7-9, B.R.C., 1981) |
| Side yard wall articulation standards (Section 9-7-10, B.R.C., 1981) | Solar exception (Section 9-9-17, B.R.C., 1981) |
| | Exemption from maximum building coverage for accessory buildings in the rear setback (Section 9-7-11(d), B.R.C., 1981) |