



Project Address: _____

HPAC NO.: _____

CITY OF VISALIA
HISTORIC PRESERVATION ADVISORY COMMITTEE
REVIEW APPLICATION

LOCATION OF PROJECT: _____ DATE: _____

APPLICANT/PROJECT CONTACT: _____ PHONE: _____

APPLICANT ADDRESS: _____

E-MAIL ADDRESS: _____ APN#: _____

PROPERTY OWNER: _____

GENERAL DESCRIPTION OF PROJECT: _____

BRIEF NARRATIVE/REASON FOR PROJECT: _____

NAME & PHONE NUMBER OF PERSON ATTENDING THE MEETINGS: _____

RELATIONSHIP TO PROPERTY OWNER: _____

REQUIRED MATERIALS:

- Completed application
- Completed Agency Authorization form (if represented by an agent)**
- 2 copies of site plan, elevations, landscape plans, etc. (as necessary)
- 1 copy of 8-1/2" x 11" reduction of all plans

NOTE: Additional materials may be requested, as necessary

**If the property owner is not the applicant, an Agency Authorization must also be submitted.

Please provide the following information as it pertains to your project (drawings and a plot plan must be submitted with this application. These plans are for the HPAC process only. Building permits require a separate application and separate materials).

1. Type of Action (check one):

- New Construction Signs
- Alteration to existing structure Moving-New Location
- Other: _____
- Demolition - (May require inspection by the City of Visalia Building Division)

For further information contact Historic Preservation staff representative.

If moving or demolition permit – it is not necessary to complete the following questions.

2. Exterior Elevations:

a. Proposed Materials on exterior elevation (type and description of siding and trims):

b. Description and type of proposed windows and doors (include material of window frame):

c. If masonry is used as an exterior material, please provide the following information:

Material: _____

Size: _____

Color: _____

3. Roof: (Please indicate proposed changes to):

Style: _____

Pitch: _____

Material: _____

4. Proposed Building Height:

Height to eave: _____

Height to peak of roof: _____

5. Setbacks: (Measurement from curb and property line to proposed structures)

a. Setbacks on proposed project:

Front: _____

Rear: _____

Sides: _____

b. Setbacks on adjacent properties (distance from curb is sufficient)

Front only: _____

6. Landscaping: (Indicate any mature trees on plans)

7. Signs: (If applicable)

Please provide a sketch of the proposed sign indicating colors and materials and a plot plan showing the location of the sign on the property.

Signed: _____ Date: _____
Agent/Property Owner

If the application is approved, a building permit may not be issued and construction may not begin until 10 days after the Committee's decision. This is to allow appeals to be submitted, as prescribed in Article 26, Section 7712 of the City of Visalia Historic Preservation District Ordinance.

Applications for Historic Preservation must be submitted to the City of Visalia Planning Division NO LESS THAN 8 CALENDAR DAYS PRIOR to the meeting.

Applicants or their representative are requested to attend the meeting.

The Historic Preservation Advisory Committee meets every 2nd and 4th Wednesday of the month (except holidays and special circumstances) at 5:30 p.m. in the City Hall East Conference Room.

For additional information or assistance in completing this application, please feel free to call (559) 713-4359.