

CITY OF ALBANY



NEW YORK

DEPARTMENT OF PLANNING AND DEVELOPMENT
200 HENRY JOHNSON BOULEVARD | ALBANY, NEW YORK 12210

FOR STAFF USE ONLY

Date Received:	Fee Paid: \$
Date Complete:	Staff:
Project # (major only):	COA #:
COA Classification Type: <input type="checkbox"/> Minor <input type="checkbox"/> Major	

CERTIFICATE OF APPROPRIATENESS FORM

Part 1. Application Notes

A Certificate of Appropriateness is required for all applications for permits involving any exterior alteration, restoration, reconstruction, demolition, new construction or moving of a locally designated historic landmark or a property within a local historic district.

Minor exterior work, such as exterior maintenance and repair, change of paint color, replacement of non-original material, and minor changes that do not materially change the historic characteristics of the property may be reviewed by the Chief Planning Official.

Major exterior work, such as new construction, demolition, substantial alterations, and use of non-historically appropriate materials are subject to review, a public hearing, and decision by the Historic Resource Commission.

Note: A pre-application meeting is available upon request prior to submitting this application.

Part 2. Property Information

Project address: 175 Jay ST	Tax identification number:
Name of landmark or historic district:	

Part 3. Project Information

Will the applicant be seeking state or federal historic tax credits for this project? Yes No

Proposed project description:

Restore brick on first floor on Jay and Dove street sides.
Repaint remainder
Replace all windows
Restore and repair trimmings as needs
Restore front door to historic configuration

Part 4. Alteration or Repair Information (if new construction, skip to Part 5)

Select the type of work to be performed: (check all that apply)

Painting Windows Doors Stoop/Rails Masonry Siding or Trim Work

Fence or Wall Other: _____

Painting			
Building Area/ Feature	Proposed Color:	Brand:	Collection:
Body:	Sag Harbor Gray HC-95	Benjamin Moore	Historic Collection
Trim:	Kendall Charcoal HC-166	"	
Sash:	Kendall Charcoal HC-166	"	
Door:	Kendall Charcoal HC-166	"	
Other:	Fire Escape - HC-190	"	

(include attachment of sample pain chips for all proposed colors)

Windows

Number of windows to be: _____ Repaired 342 Replaced _____ Altered _____

Location (attached a diagram if necessary):

Existing Window Material (wood, vinyl, etc.): Wood, vinyl Existing Window Condition: Original Not Original Not Sure

Configuration (i.e., double-hung sash, 2/2, 6/1, 6/6, etc.): Double Hung sash, picture windows, inswing slider

Width: _____ Height: _____ Depth: _____

If replacing, indicate the reason for replacement: Existing windows are beyond repair due to neglect by previous owners			
If altering, describe any proposed change(s) (material, configuration, size of opening, etc.): All functions will remain. New windows would be insulated (double pane) with a historic exterior			
Doors			
Number of doors to be: <u>3 sets</u> Repaired <u>1</u> Replaced <u> </u> Altered			
Location (<i>attached a diagram if necessary</i>): Front door, 2 sides on Jay, 1 door on Dove			
Existing Door Material (<i>wood, vinyl, etc.</i>):		Existing Door Condition: <input checked="" type="checkbox"/> Original <input checked="" type="checkbox"/> Not Original <input type="checkbox"/> Not Sure	
Configuration (i.e. glass panes, divisions, decorative details and panels): Full lite slab doors.			
Width:		Height:	
If replacing, indicate the reason for replacement: Front door was replaced to fiberglass garbage. If restoring it to a historic configuration requires too much paperwork we will just leave it as is			
If altering, describe any proposed change(s) (material, configuration, size of opening, etc.):			
Stoops/Rails			
Number of doors to be: <u> </u> Repaired <u> </u> Replaced <u> </u> Altered			
Existing Stoop Material (<i>stone, wood, concrete, etc.</i>):		Existing Condition: <input type="checkbox"/> Original <input type="checkbox"/> Not Original <input type="checkbox"/> Not Sure	
Existing Treads:		Width:	Depth:
Existing Rail Material: (<i>iron, vinyl, wood, etc.</i>):		Existing Rails: <input type="checkbox"/> Original <input type="checkbox"/> Not Original <input type="checkbox"/> Not Sure	
If replacing, indicate the reason for replacement:			
If altering, describe any proposed change (material, configuration, size of opening, etc.):			
Masonry			
Type of Work: <input type="checkbox"/> Substantial Reconstruction <input checked="" type="checkbox"/> Minor Repair <input type="checkbox"/> Repointing			
Existing Material (<i>brick, stone, concrete, etc.</i>): Brick and stucco		Existing Condition: <input type="checkbox"/> Original <input checked="" type="checkbox"/> Not Original <input type="checkbox"/> Not Sure	
Location (<i>attached a diagram if necessary</i>):			
Type of mortar to be utilized:			
Siding or Trim Work			
Type of Work: <input type="checkbox"/> Full Residing <input type="checkbox"/> Minor Repair <input checked="" type="checkbox"/> Trim Work			
Existing Material (<i>wood, stucco, vinyl, etc.</i>): Wood		Existing Condition: <input checked="" type="checkbox"/> Original <input type="checkbox"/> Not Original <input type="checkbox"/> Not Sure	
Location (<i>attached a diagram if necessary</i>):			
Type of material to be utilized:			
Fence or Wall			
Type of Work: <input type="checkbox"/> Repair <input type="checkbox"/> Replacement			
Existing Fence/Wall Material: (<i>masonry, wood, vinyl, etc.</i>):		Existing Condition: <input type="checkbox"/> Original <input type="checkbox"/> Not Original <input type="checkbox"/> Not Sure	
Location (<i>attached a diagram if necessary</i>):			
Type of material to be utilized:			
Other/Additional Notes			
Original building was brick. It was covered over in stucco. We are proposing to expose and restore the brick on the first floor facing Dove and Jay streets. The rest of the stucco will be repaired and repainted. The wood trimmings will be replaces as needed.			

Part 5. New Construction or Additional Information (if repair only, skip to Part 6)

First Floor Building Area (sq. ft.):	Total Gross Floor Area (sq. ft.):
Front Building Setback (ft.):	Frontage Buildout (ft.):
Building Height	Feet:
	Stories:

Describe how the proposed construction will relate to the architectural scale, massing, volumes and styles represented within the applicable historic district:

Indicate the proposed materials to be utilized, distinctive architectural features and ornamentation:

Part 6. Signage Information (if no proposed signage, skip to Part 7)

Sign 1	Type: <input type="checkbox"/> Freestanding <input type="checkbox"/> Wall <input type="checkbox"/> Projecting <input type="checkbox"/> Awning	Location:	
	Total Area:	Width:	Depth: Projection from Wall:
	Material:	Mounting Style:	
	Lighted: <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, describe:	
Sign 2	Type: <input type="checkbox"/> Freestanding <input type="checkbox"/> Wall <input type="checkbox"/> Projecting <input type="checkbox"/> Awning	Location:	
	Total Area:	Width:	Depth: Projection from Wall:
	Material:	Mounting Style:	
	Lighted: <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, describe:	
Sign 3	Type: <input type="checkbox"/> Freestanding <input type="checkbox"/> Wall <input type="checkbox"/> Projecting <input type="checkbox"/> Awning	Location:	
	Total Area:	Width:	Depth: Projection from Wall:
	Material:	Mounting Style:	
	Lighted: <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, describe:	
Sign 4	Type: <input type="checkbox"/> Freestanding <input type="checkbox"/> Wall <input type="checkbox"/> Projecting <input type="checkbox"/> Awning	Location:	
	Total Area:	Width:	Depth: Projection from Wall:
	Material:	Mounting Style:	
	Lighted: <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, describe:	

Part 7. Submittal Requirement Checklist

	Required Documents	Hard Copies	Electronic Submission (.pdf) (Required Document Name)
A. Required for all Certificate of Appropriateness Applications			
<input checked="" type="checkbox"/>	Master Development Form	1	Master Development Form
<input checked="" type="checkbox"/>	This Certificate of Appropriateness Application Form	1	Certificate of Appropriateness Form
<input checked="" type="checkbox"/>	Color photographs of the property in context with surrounding properties, on printed paper	1	Photographs
B. Required for Alteration or Repair Applications			
<input checked="" type="checkbox"/>	Materials sample sheets showing color type, manufacturer, and item number of new materials being proposed	1	Material Sample Sheets
C. Required for New Construction and Additions			
<input type="checkbox"/>	Elevation Drawings	1	Elevations
<input type="checkbox"/>	Floor Plans	1	Floor Plans
<input type="checkbox"/>	Vertical Building Section	1	Vertical Building Section
<input type="checkbox"/>	Building Rendering	1	Building Rendering
D. Required for Signage Applications			
<input type="checkbox"/>	Color Sign Rendering	1	Sign Drawing
<input type="checkbox"/>	Sign Mounting Detail	1	Sign Mounting Detail
<input type="checkbox"/>	Sign or Awning Material Information	1	Sign Awning Information

E. Voluntary or Upon Request

<input type="checkbox"/>	Any additional information determined to be necessary to the Chief Planning Official	1	[Document Name]
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Sag Harbor Gray

HC-95

Kendall Charcoal

HC-166

Black

HC-190