



# 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 and photographs of the property, including the view from the street. See page 2.

Other materials defined by project type and scope. See page 5 for a checklist or 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](mailto:PDSskipatrip@bouldercolorado.gov). Put *Historic Preservation* in the subject line.
- Questions? Contact Historic Preservation staff at 303-441-1994 or [historic@bouldercolorado.gov](mailto: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

<b>Historic District</b> (Check one. Search the <a href="#">map of Landmarks and Historic Districts.</a> )	<a href="#">Chamberlain</a>	<a href="#">Highland Lawn</a>	<a href="#">West Pearl</a>	<b>Individual Landmark</b> Name:
	<a href="#">Chautauqua</a>	Hillside	16 <sup>th</sup> Street	
	<a href="#">Downtown</a>	<a href="#">Mapleton Hill</a>		
	<a href="#">Floral Park</a>	<a href="#">University Place</a>		

Project Description

► **EXISTING CONDITIONS FOR ALL APPLICATIONS**

ATTACHED AS SEPARATE PDF

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**Location Map / Site Plan** (paste here or attach as separate PDF) - survey, ILC or screenshot of aerial map showing adjacent streets.

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**Photographs of each side / elevation of the building** (paste here or attach as separate PDF)

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<i>front</i>	<i>rear</i>
<i>side</i>	<i>side</i>

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► **REQUIRED MATERIALS** ATTACHED AS SEPARATE PDF

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**Color chips, samples and/or cut sheets for painting and/or roofing work** (paste here or attach as separate PDF)

**STOP HERE IF THE SCOPE OF WORK IS LIMITED TO THESE ITEMS (CHECK ALL THAT APPLY):**

*Roofing*  
*Painting*

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**Location of proposed work detailed on plan or mockup** (paste here or attach as separate PDF)

**STOP HERE IF THE SCOPE OF WORK IS LIMITED TO THESE ITEMS (CHECK ALL THAT APPLY):**

*Landscaping*  
*Antenna or mechanical unit*  
*Commercial awning*  
*Commercial sign*  
*Commercial patio*

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**Scaled elevations** (for fences, show all dimensions including spacing between pickets\*)

<i>existing</i>	<i>proposed</i>
<i>existing</i>	<i>proposed</i>
<i>existing</i>	<i>proposed</i>
<i>existing</i>	<i>proposed</i>

**STOP HERE IF THE SCOPE OF WORK IS LIMITED TO THESE ITEMS (CHECK ALL THAT APPLY):**

*Deck*

*Outdoor kitchen*

*In-ground pool or spa*

*Fence located at front of house*

*Fence at side or rear of house\**

*Fence taller than 5ft.\**

*\*Side and rear fences with max height of 5' with min 1" spacing between pickets can be reviewed by staff.*

► **CHECKLISTS FOR OTHER SCOPES OF WORK**

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

Solar panels	Completed application, pages 1 - 4 Solar renderings
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 pages 1 - 4 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 pages 1 - 4 Doors / windows replacement worksheet. This supplement will be sent to the email address included on page 1 once the LAC application is accepted.

► **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. Property information can be found on <https://bouldercolorado.gov/planning/property-report>

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)
- Exemption from maximum building coverage for accessory buildings in the rear setback (Section 9-7-11(d), B.R.C., 1981)
- Solar exception (Section 9-9-17, B.R.C., 1981)