

**CBD & New Orleans  
Historic District Landmarks Commission  
Application for Public Hearing**

Application Requirements  
Page 1

For HDLC use  Received By: _____  Date: _____  Applications will not be considered accepted or complete until signed and dated by the HDLC staff.
---

- \_\_\_ 1. Application Form
- \_\_\_ 2. Supporting Documentation

New Construction, additions, or major alterations:

- \_\_\_ Site Plan                      \_\_\_ Floor Plan(s)                      \_\_\_ Elevation Drawings  
(Drawings must be to scale, with all dimensions clearly indicated. Elevation drawings should include neighboring structures. Large projects will require a massing model of the proposed building that includes neighboring buildings.)

Retention of work:

- \_\_\_ Written statement explaining reason for request for retention.  
(Please note that requests made for reasons of financial hardship require supporting documentation such as, but not limited to, bids to correct violations or meet guidelines and documentation of financial situations)

Proposed work that does not meet guidelines:

- \_\_\_ Documentation explaining why work cannot be completed in accordance to the HDLC guidelines.  
(Documentation may include written statements or drawings explaining any unique situations necessitating the request. Requests made for reasons of financial hardship must include bids to complete the work in accordance with HDLC guidelines as well as bids to complete the work in the proposed manner.)

Demolition:

- \_\_\_ Documentation such as, but not limited to, engineering reports, photographs, or explanations explaining any unique situations that support the need for demolition.
- \_\_\_ Redevelopment plans (see new construction) or fencing and landscaping proposals.

- \_\_\_ 3. Names and **mailing** addresses of the property owners in the block face (both sides of the street from corner to corner,) and any other properties that border the property in question. This information must be obtained from the **Assessor's Office, City Hall - Room 4E02.**

**Applications for new construction, additions, or major alterations must be reviewed by the Architectural Review Committee (ARC) prior to the initial public hearing. Completed applications for these types of projects must be submitted and approved 7 days before the date of the meeting.**

**Public hearings will be held monthly as per the attached schedule. Completed applications must be submitted and approved by the HDLC staff 14 days before the date of the meeting. Incomplete applications will not be accepted. Materials submitted after the deadline will not be reviewed at the public hearing and may cause the matter to be rescheduled for the following month.**

I, the undersigned assure that the information contained in this application and supplementary materials is true and complete to the best of my knowledge. Signing of this document constitutes notice of the public hearing. You and /or a representative are encouraged to attend the hearing to explain your request. The Commission will take action on this application in your absence.

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**2008 New Orleans & CBD HDLC Meeting Dates and Deadlines**

**NEW ORLEANS HDLC**

**Architectural Review Committee**  
HDLC Conference Room

New Orleans ARC <b>DEADLINE</b>	New Orleans ARC <b>MEETING DATE</b>
1/17/08	1/24/08
2/21/08	2/28/08
3/20/08	3/27/08
4/17/08	4/24/08
5/15/08	5/22/08
6/19/08	6/26/08
7/17/08	7/24/08
8/14/08	8/21/08
9/18/08	9/25/08
10/16/08	10/23/08
11/13/08	11/20/08
12/11/08	12/18/08

**Commission Meeting**  
City Council Chambers, 9:30 A.M.

New Orleans HDLC <b>DEADLINE</b>	New Orleans HDLC <b>MEETING DATE</b>
12/28/07	1/11/08
2/1/08	2/15/08
2/29/08	3/14/08
3/28/08	4/11/08
4/25/08	5/9/08
5/30/08	6/13/08
7/3/08	7/18/08
7/25/08	8/8/08
8/29/08	9/12/08
9/26/08	10/10/08
10/31/08	11/14/08
11/26/08	12/12/08

**CBD HDLC**

**Architectural Review Committee**  
HDLC Conference Room

CBD ARC <b>DEADLINE</b>	CBD ARC <b>MEETING DATE</b>
1/10/08	1/17/08
2/14/08	2/21/08
3/13/08	3/20/08
4/10/08	4/17/08
5/8/08	5/15/08
6/12/08	6/19/08
7/10/08	7/17/08
8/7/08	8/14/08
9/11/08	9/18/08
10/9/08	10/16/08
11/14/08	11/21/08
12/12/08	12/19/08

**Commission Meeting**  
City Council Chambers, 11:30 A.M.

CBD HDLC meeting <b>DEADLINE</b>	CBD HDLC <b>MEETING DATE</b>
12/21/08	1/4/08
1/25/08	2/8/08
2/22/08	3/7/08
3/20/08	4/4/08
4/18/08	5/2/08
5/23/08	6/6/08
6/27/08	7/11/08
7/18/08	8/1/08
8/22/08	9/5/08
9/19/08	10/3/08
10/24/08	11/7/08
11/21/08	12/5/08

Application Information  
Page 3

**Property Address** \_\_\_\_\_

**Owner**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

**Applicant** (if different from owner)

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

**Architect**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

**Contractor**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

**Type of Application**

New Construction \_\_\_ Addition \_\_\_ Major Alteration \_\_\_ Retention \_\_\_

Proposed work that does not meet guidelines \_\_\_ Demolition \_\_\_

**Description of work:** \_\_\_\_\_

---

---

---

---

---

---

---

---

---

---

**Supplemental Materials Included:** \_\_\_\_\_

---

---

---

---

---

---

---

---

**Does the work require any waivers or variances? If so, please list:**

---

---

---

---

---

---

---

---

Adjacent Property Owners  
Page 5

Please provide names and mailing addresses of the property owners in the block face (both sides of the street from corner to corner,) and any other properties that border the property in question. This information must be obtained from the **Assessor's Office (City Hall – Room 4E02)** or their website [www.opboa.org](http://www.opboa.org). Attach additional pages as needed.

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

---

Adjacent Property Owners  
Page 6

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

Adjacent Property Owners  
Page 7

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

---

Adjacent Property Owners  
Page 8

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

**Property Address:** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owners Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

---

