

HISTORIC PRESERVATION PERMIT ADJUSTMENT APPLICATION

TO BE COMPLETED BY PLANNING STAFF			
FILE NUMBER	HPAD		RECEIPT # _____
PROPERTY LOCATION/ ADDRESS			DATE _____
QUAD #	ZONING		
PD ZONING FILE #	PERMIT FILE#	AMOUNT _____	
BY _____			
<input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> INDUSTRIAL			
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED		DATE _____	BY _____
SUBJECT TO CONDITIONS	_____ _____ _____		
TO BE COMPLETED BY THE APPLICANT (PLEASE PRINT OR TYPE)			
PROPERTY LOCATION/ADDRESS/ HISTORIC LANDMARK #			
ASSESSOR'S PARCEL NUMBER(S)			
DESCRIPTION OF THE PROPOSED MINOR CHANGE <i>Consult approved design guidelines where applicable, where guidelines do not apply, consult the Secretary of the Interior's Standards, see attached. (Approval is limited to description contained herein)</i>			
_____ _____ _____ _____			
SIGNATURE OF PROPERTY OWNER REQUIRED			
PRINT NAME OF PROPERTY OWNER		DAYTIME TELEPHONE # ()	
ADDRESS	CITY	STATE	ZIP CODE
REQUIRED ORIGINAL SIGNATURE OF PROPERTY OWNER		DATE	
CONTACT PERSON			
PRINT NAME/COMPANY			
ADDRESS	CITY	STATE	ZIP CODE
PHONE # ()	FAX # ()	E-MAIL ADDRESS	

PLEASE SUBMIT THIS APPLICATION IN PERSON TO THE DEVELOPMENT SERVICES CENTER, 1ST FLR, CITY HALL. APPOINTMENTS ARE NOT REQUIRED BUT MAY BE ACCOMMODATED BY CALLING (408) 535-3555.

**Please complete the FRONT Sheet of this application and provide the following.
Incomplete Applications will NOT be accepted.**

FILING FEE \$223*. Checks are made payable to the "City of San Jose".
**includes the 11.97% Citywide Planning*

PHOTOGRAPHS of existing building or subject area.

FOUR (4) COPIES of the development plans that include:

- a. A **site plan* drawn to scale** showing the location of the proposed changes on the subject property, and
- b. A **drawing to scale** of the proposed change (elevations, floor plans, construction, details, as appropriate).

*A **Site Plan** should contain the following basic information:

- Dimensions of subject property, lot lines, and existing and proposed driveways.
- Streets adjoining the subject property.
- Existing and proposed buildings and structures, including proposed building removal.
- Dimensions of existing and proposed setbacks.
- Existing and proposed off-street parking, loading, landscape and circulation areas.
- Existing trees to be removed. Include circumference of tree at 4.5 feet above ground level as well as distances from existing and proposed structures and/or trees on the site.

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