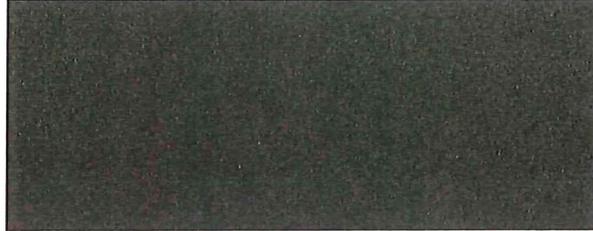


B: Application



Planning & Development Services Historic Preservation
550 Landa Street
New Braunfels, Texas 78130
(830) 221-4086
www.nbtexas.org/474/Historic-Preservation

HST21-229 DT Historic District



Certificate of Alteration Application

NO FEE

Submit this Certification of Alteration application for review prior to submitting for any required building permit applications. Any variances, special exceptions or special approvals must be approved prior to submitting this application. **A Certificate of Alteration does not substitute for or supersede any other permit reviews.**

The Historic Preservation Officer (HPO) may approve certain minor projects without a review by the Historic Landmark Commission. Minor projects include routine maintenance and repair and limited minor alterations. Contact Caleb Gasperek (830-221-4086 or CGasperek@nbtexas.org) if you have questions about whether or not your project qualifies for administrative approval.

1. APPLICANT INFORMATION:

Name: Langley, Banack & Pfeuffer
Mailing Address: 170 E. San Antonio St
City/State/ZIP: New Braunfels, Tx 78130
Telephone: 830 387 2587 Email: vwoodward@langleybanack.com

2. PROPERTY OWNER (IF NOT APPLICANT*):

*Letter of Authorization is required if the applicant is not the property owner.

Name: Kenneth D. Brazle & David Pfeuffer
Mailing Address: 170 E. San Antonio St.
City/State/ZIP: New Braunfels, Tx 78130
Telephone: 830 387 2587 Email: d.pfeuffer@langleybanack.com

3. ARCHITECT OR CONTRACTOR:

Name: _____
Company Name: U.S. Signs
Mailing Address: 285 Trade Center Dr.
City/State/ZIP: New Braunfels, Tx 78130
Telephone: 830 629 4411 Email: devon@ussignsnb.com

B: Application

4. SUBJECT PROPERTY:

Property Address/Location: 170 E. San Antonio St.
New Braunfels, Tx 78130

Legal Description:

Name of Subdivision: _____

Lot(s): 37 Block(s): City Block 1005 Acreage: .423

Existing Use of Property: Law Office

5. SCOPE OF WORK (ATTACH ADDITIONAL PAGES IF NECESSARY): See Exhibit 'A'

A Certificate of Alteration is required for all non-routine exterior work, including:

- Alterations to historic materials;
- Alterations to the visual appearance of a site;
- Alterations to building façade;
- Additions to existing buildings;
- Signage for commercial properties;
- Re-cladding;
- Window & door replacement;
- Construction of new buildings;
- Changes in roof color or materials;
- Major landscape work (including pools);
- Changes in sidewalks;
- Changes in driveways; and,
- Demolition of buildings within historic districts.

B: Application

SUBMITTAL CHECKLIST:

STAFF:
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

APPLICANT:

Completed application

Please note: Any application that is missing information will be considered incomplete and cannot be accepted.

Dimensioned and scaled building plans

Please note: For review purposes electronic submittal of plans in PDF format is preferred. If hard copies are submitted original plans should be no larger than 11" x 17" and be of a good, reproducible quality. Inaccurate or non-legible site plans can result in a delay with the application review.

Must include the following documents:

- Site plan (one for existing and one for proposed conditions. Must indicate all proposed site changes, such as additions, alterations, new construction or demolition)
- Elevation plans (must specify all exterior changes and exterior building materials and finishes to be used, i.e., siding, roofing, windows, doors, fences, etc.)
- Floor plans
- Roof plan (required for new construction affecting the roof)

Material samples, specifications or manufacturer information

Color photographs of the structure and site (Staff may require a site visit prior to meeting and is available to photograph the property)

The signature of owner authorizes City of New Braunfels staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or their agent has reviewed the requirements of this application/checklist and all items on this checklist have been addressed and complied with.

Property Owner's Signature: _____

Date: 6/29/21

Applicant Signature: _____

Date: 6/29/21