

Royalston Historic District Commission

P.O. Box 125

Royalston, Massachusetts, 01368

Web site: <http://www.royalston-ma.gov>

E-mail: [hdc @ royalston-ma.gov](mailto:hdc@royalston-ma.gov)

Application for Certificate

Instructions:

- Use separate applications for changes that are not related to each other.
- Include sketches or pictures showing design, sizes, colors, materials, etc. (a sketch is worth a thousand words).
- Submit 3 copies of the completed application at an HDC meeting; or mail or e-mail it for filing at the next meeting (verify that it has been received). E-mailed applications should have text, plans and pictures in the same file.
- It is recommended that applicants attend the meeting or send an agent. Even well prepared applications generate questions and answering them quickly will avoid delays.
- Until the work is started, certificates expire if one year elapses or in case of sale. Once the work is started it must be completed diligently.
- If you have any questions, please contact the Commission.

Date: _____

Address of Property: _____

Owner's Name: _____

Applicant's Name: _____

Applicant's mailing address: Street/P.O. Box: _____

City, State, Zip: _____

Please check the certificate applied for:

Appropriateness

Non-Applicability

Hardship

Short description of the proposed changes. (Provide the details on page 2 and on additional sheets and exhibits as necessary).

Applicant's Signature

For Office Use Only

Date Accepted for consideration _____ Application Number _____

Dates of: Public Hearing Notice _____ Public Hearing Waiver _____ Public Hearing. _____

Continuation date _____ Applicant's acceptance _____ Date _____

Decision _____ Chairperson's signature _____ Date _____

Comments or conditions:

Detailed description

