

CITY OF HARRISBURG



Department of Building and Housing Development
Bureau of Housing · Bureau of Codes · Bureau of Planning

Is your property in a Municipal Historic District?

(View the Municipal Historic District Map at www.harrisburgpa.gov/Downloads/Maps/MHD_Map.pdf)

Do you plan to make exterior alterations to your home, business or property?

Then follow these easy steps:

1. Complete a Building Permit Application. Applications are available at the City Government Center, 10 North Second Street, Suite 205 or on-line at:
http://www.harrisburgpa.gov/Downloads/DBHD/Building_Permit_App.pdf

Planning staff approval of historic district work is provided for repairs or replacement of a feature using identical material and design, storm windows and doors, paint and work not visible from any street.
2. All other alterations require approval by the Harrisburg Architectural Review Board (HARB) and City Council.
 - A. Complete a Certificate of Appropriateness Application. Certificate Applications are available at the City Government Center, 10 North Second Street, Suite 205 or on-line at:
www.harrisburgpa.gov/Downloads/DBHD/MHD_Certificate_App.pdf

Be sure to provide:
 - A complete written description of work.
 - The original signed copy of the application.
 - Photographs of the building printed on standard 8-1/2 x 11 paper (ten copies).
 - Manufacturer's brochure showing proposed materials, if applicable (ten copies).
 - Architectural and/or shop drawings, printed no larger than 11 x 17, if applicable (ten copies).
 - B. HARB will review your application based on the effect of the proposed change on the building and the district and will make a recommendation to City Council to approve or deny the request. Applicants are encouraged to attend the meeting to answer questions from the Board.
 - C. Typically the HARB meets on the first Monday of each month. A copy of the 2010 meeting schedule and submission deadlines are available at the City Government Center, 10 North Second Street, Suite 206 or on-line at:
http://www.harrisburgpa.gov/Downloads/Agendas_Meetings/Land_Use_Board_Schedule.pdf
 - D. City Council will provide a decision to approve or deny an application no later than forty five (45) days after the HARB Meeting date.
3. The Planning Bureau has developed frequently asked questions (FAQ) for historic district reviews. Copies are available at the City Government Center, 10 North Second Street, Suite 206, or on-line at:
<http://www.harrisburgpa.gov/General/FAQs.html#historic>

For more information on the Building Permit or Certificate of Appropriateness Applications, contact Craig D. Peiffer, Bureau of Planning at (717) 255-6412 or cpeiffer@cityofhbg.com.