

**Town of Port Royal – Planning Office  
Post Office Drawer 9  
700 Paris Ave  
Port Royal, South Carolina 29935  
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E-Mail: [lbridges@portroyal.org](mailto:lbridges@portroyal.org)**

**TOWN OF PORT ROYAL HISTORIC PRESERVATION COMMISSION PROJECT APPLICATION**

**Application #:** \_\_\_\_\_ **Date Received:** \_\_\_\_\_ **Zoning District:** \_\_\_\_\_

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

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Beaufort County 1997 Historic Sites Survey listing: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Architect: \_\_\_\_\_ Phone: \_\_\_\_\_

Architect's Address: \_\_\_\_\_

**REQUEST FOR:**            Conceptual Review                                    Preliminary Review  
                                 Final Approval                                            Change After Certification

**NATURE OF WORK:** (Check All That Apply)

   Color changes                                            Alterations, Additions  
    Signage, Awnings                                        New Construction  
    Legal Plat         Minor/Major Demolition or Relocation  
    Other: \_\_\_\_\_

**DRAWINGS/MATERIALS ACCOMPANYING APPLICATION:**

   Photographs            Floor/Roof Plans                                    Color Sample                                    Elevation Drawings  
    Site Plan/Plat            Detail Drawing                                        Material Sample                                    Model

**EXPLANATION AND DESCRIPTION OF WORK:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Pursuant to Section 6-29-1145 of the South Carolina Code of Laws, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application? \_\_\_ Yes \_\_\_ No

An Application is incomplete until all required information is submitted. Incomplete applications will not be placed on a commission agenda. Applications are reviewed based upon the *Secretary of the Interior Standards*. Office copies are available for reference. In order that meetings not be excessively long, the board maintains a strict policy that no more than ten applications are reviewed in any one meeting. The application and 9copies of all exhibits must be filed by 5:00 p.m. on the deadline date. If the applicant or a representative is not present at the meeting, the application will not be reviewed.

OWNER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_