

# Certificate of Appropriateness/Conceptual Review Application Form

Property Address: 246 CITIZEN STREET  
 Applicant Name: MICHAEL MCKENNA Owner Name: MICHAEL MCKENNA  
 Mailing Address: 8510 ANTIOCH RD Mailing Address: 225, 751.3899  
 Phone: BATON ROUGE Phone: LA 70817

**Project Classification:** Criteria for issuance of certificates of appropriateness can be found in Section VIII of the BSL Historical Preservation Ordinance, No. 509. Please check appropriate box(es)

☐ **Conceptual Review:** Discuss with the commission preliminary design ideas for a project. The commission will address the appropriateness of the proposal and provide helpful advice. **Items needed** include, but are not limited to, site plan (plat) indicating where the proposed project is to be built. Photos and/or sketches of the proposed improvements. No architectural drawings are required. A COA will be not be issued for a C.R.

☒ **Addition / Renovation:** Exterior alterations and or additions should be compatible with the building itself; its original design & style. **Items needed:** photos of existing improvements. Site plan accurately depicting the placement of current & proposed improvements. Plans & exterior elevations drawn to scale that clearly show the design and architectural character of the proposed addition or alteration as it relates to the existing improvements. List of materials describing the size, textures and other characteristics about their appearance.

☐ **New Construction:** New Construction should be visually compatible with the buildings and environment to which it is related, their effect upon the immediate surroundings and the district as a whole while maintaining the rhythm created by building masses, relationships between windows, doors, materials, textures, the patterns, the trims, and the design of the roof. **Items needed:** Architectural drawings to scale. Site plan, to scale (plat) indicating where the proposed project is to be built. Specific description of materials, types & sizes. Photographs of proposed site. Incomplete application for new construction may be considered under conceptual review.

☐ **Demolition:** Consideration is given to the individual architectural, cultural, and/or historical significance of the resource; the importance or contribution of the resource to the architectural character of the district; and to neighboring property values. **Items needed:** Photographs of existing building. Site Plan to scale. Condition reports; Foundation plan of replacement and/or documentation of justification.

I hereby certify that I understand this application will not be accepted and processed until all requested information has been supplied. I also understand this application may require a site visit/additional research.

Applicant's Signature: Michael McKenna Date: 18 NOV 2024

Owner's Signature Required: Michael McKenna Date: 18 NOV 2024

Please refer to the checklist of materials required with your application  
 A Meeting with the Bay St Louis HPC to discuss the specific details of your project is strongly encouraged.

Historic Preservation Commission / City Council Use Only

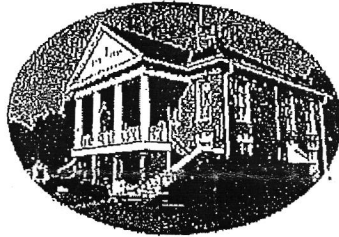
Historic District:	Case Number:
Historic Preservation Commission Reviewed:	Review Date:
<b>Recommendation:</b> <input type="checkbox"/> Approval <input type="checkbox"/> Approval with Conditions <input type="checkbox"/> Disapproval	
Comments:	
Requires Property Owner / Applicant Signature	
City Council Reviewed:	
COA Action: Approval <input type="checkbox"/> YES <input type="checkbox"/> NO	Date COA Action: Review Date
Comments:	
(BSL Historic Preservation Commission)	(City Council President Signature) (Date)

Once Completed & Signed - Original copy - HPC, Copy-Building Department

Revised May 4, 2009



Bay St. Louis



## Historic Preservation Commission

### SUBMITTAL CHECKLIST

Property Owners Information:

Name: MICHAEL McKENNA

Address: 8510 ANTIOCH RD, BATON ROUGE, LA 70817  
(No P.O. Boxes) (mmckenn@lsu.edu)

Telephone Number (225) 751.3899 Cell Number N/A

ADDRESS OF PROPERTY IN QUESTION IF DIFFERENT FROM ADDRESS STATED ABOVE: 246 CITIZEN ST.

Give written scope of work to be performed: REPLACE AWFUL FRONT  
PORCH WITH A NEW ONE SUITABLE FOR  
BUILDING, AND LOCAL, STYLE.

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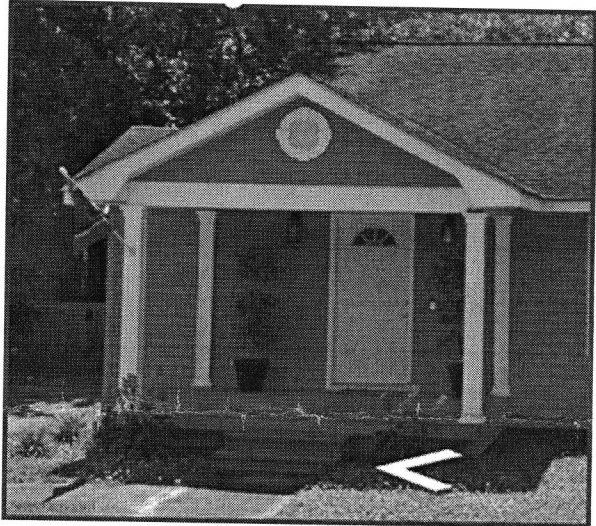
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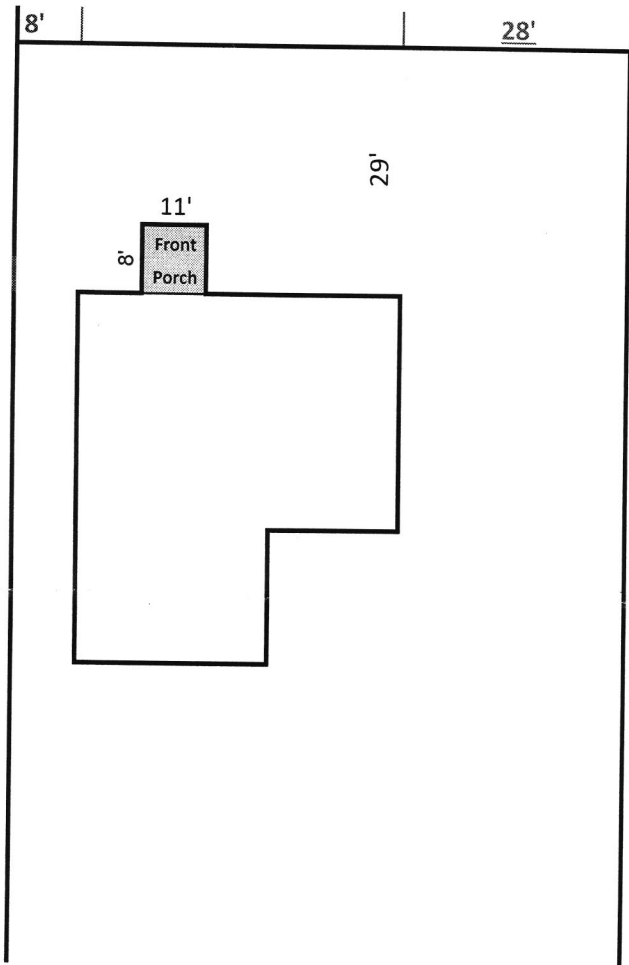
Current Porch - 246 CITIZEN STREET



Model for New Porch - 210 Citizen St.



SITE PLAN Citizen Street



New Porch - 246 Citizen St.

- 11 feet wide by 8 feet deep.
- Full width front steps.
- 6"x6" Square columns.
- Open gable roof to house.
- Painted to match house.
- Roof pitch 5/12 to match house.
- Architectural shingle roofing.