

Certificate of Appropriateness Application

Property Address: _____ Date Submitted: _____

Owner: _____

Applicant: _____

Address: _____

Contact Person: _____

Address: _____

Phone #: _____

E-Mail: _____

Phone #: _____

E-Mail: _____

Type of Proposed Work

Is the property designated a Landmark or located within an Historic District? Yes No

Are the effects of the proposed work visible from a public street? Yes No

Does the proposed work involve a change in design, material, color or outward appearance? Yes No

If the answer to any of the above question is "No", do not complete this application.

Type of proposed work (please check all that apply)

New Construction

Additions

Exterior Building Alterations (roof, chimneys, foundation material, windows, porches and steps, trim, gutter and leaders, paint and stain)

Demolitions (removal of any building feature(s) or the razing of any structure(s))

Relocations

Landscaping (removing or adding landscape or landscape features such as hedge along street boundary, swimming pool, tennis court, patios, fencing, retaining walls)

Work Description (type or print legibly)

Describe the proposed project in detail, including all changes to the building, site, lot or zoning. Include all features to be removed, altered and/or added. Indicate all materials to be used. Attach additional sheets as needed.

Material to submit with the application:

- Photographs of each side of structure; the site to be altered and close ups of the specifics areas to be changes.
- Elevation plans (provide if necessary)
- Site plan
- Landscaping plans (provide if necessary)
- Demolition projects must include specifications for the contemplated use of the property
- Any other information which may deem necessary in order to visualize the proposed work

Signature of Owner Date: _____

Signature of Owner Date: _____

Signature of Owner Date: _____