

**CITY OF ATHENS
COMMUNITY DEVELOPMENT DEPARTMENT
APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS
ATHENS HISTORIC PRESERVATION COMMISSION**

CASE NUMBER: _____

The Athens Historic Preservation Commission (hereinafter “Commission”) will review this application for outside alterations, restorations, demolition, construction, relocation or other exterior physical changes in the preserved historic districts pursuant to its grant of authority under City of Athens Ordinance #2010-1767. A copy of the ordinance is available from the City Clerk’s Department, Public Works Department, or on the City of Athens website at www.athensalabama.us.

The Commission meets on the second Tuesday of each month at 6:00 p.m. or at the call of the chairman. Applications for Certificates of Appropriateness must be received ~~ugxgp~~ working days prior to the date of the meeting of the Commission.

Name of Property Owner: _____

Address of Property: _____

Phone: _____ Cell: _____

Email: _____

Attach one clear picture of the existing structure(s):

Application for a Certificate of Appropriateness

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I. General Data

1. **Name of Petitioner:** _____

2. **Address of Petitioner:** _____

3. **Phone Number of Petitioner:** _____

4. **Name and address of owner if different from Petitioner:**

5. **Relationship of Petitioner to Owner:** _____

6. **Address of Property:** _____

7. **Date Structure was Built, if known:** _____

8. **Dates and Description of any Additions:** _____

**II. Nature of Work for Which the Certificate of Appropriateness is Sought
(Check all that apply)**

Maintenance

Restoration

Renovation

Landscaping

Signage

Excavation

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- Demolition – notification of adjacent property owners required**
- New Construction**
- Relocation**
- Alteration to Nonstructural Walls, Fences, Sidewalks**
- Painting Previously Unpainted Surface; No Structural Change**

Explain scope of work to be done including but not limited to: measures to assure the historic integrity of the structure or feature, as well as the entire district, will be maintained; precautions for safety of traffic and pedestrians; historic research conducted to support alteration; when demolition authorization is applied for, give the reasons why renovation, restoration or maintenance is not feasible.

III. Documentation Attached (Check all that apply)

- Site Plan**
- Survey**
- Adjacent Property Owner’s List**
- Historic Designation Report**
- Elevation Plan**
- Landscape Plan**
- Floor Plan**
- Other Plan (specify):** _____
- Color Chips**
- Pantone Color Samples/Numbers**
- Architectural Drawings**
- Sketches or Artist’s Renderings**

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- Photographs
- Samples of Building Materials
- Engineering Report
- Other (specify): _____

IV. Signatures and Declarations

The undersigned owner(s) and/or applicant(s) certifies under penalty of perjury that all statements contained in this Application, including any written material submitted in support of this application, are true and correct, to the best of my knowledge and belief.

Signature of Owner(s): _____

Address of Owner(s): _____

Agents Only: By signing below as agent, I certify that all statements on this application and all written statements made in support of this application are true to the best of my knowledge and belief, under penalty of perjury. I further represent under penalty of perjury that I am acting in an agency capacity with the express authorization of the owner of the subject property. I understand that if I represent that an agency relationship exists when it does not, this Application will be void, and I may be subject to other civil and criminal penalties.

Signature of Agent: _____

Address of Agent: _____

VI. Findings of the Commission:

VII. Action of the Commission: Approved: _____ Denied: _____

Approved with Modifications: _____

Describe Modifications: _____

Record of Vote: Aye: _____ No: _____ Abstentions: _____

Signature of Chair

Attest: _____

I consent to make the required modifications enumerated above:

Signature of Petitioner

Athens Preservation Commission

City of Athens, Alabama

Certificate of Appropriateness

THIS IS TO CERTIFY THAT _____ AS
(AGENT/OWNER), IS GRANTED PERMISSION TO PERFORM THE
EXTERIOR MODIFICATIONS SPECIFIED IN _____ HISTORIC
DISTRICT, CASE NUMBER _____ - _____, WITH SUCH MODIFICATIONS
ORDERED BY THE COMMISSION AND ASSENTED TO IN WRITING BY THE
PETITIONER. ANY MATERIAL DEVIATION FROM THE SPECIFICATIONS
ENUMERATED IN THE APPLICATION SHALL RENDER THIS CERTIFICATE
NULL AND VOID.

IN WITNESS THEREOF, I AFFIX MY SIGNATURE AS CHAIRMAN OF THE
ATHENS HISTORIC PRESERVATION COMMISSION ON THIS _____
DAY OF _____, 20____.

Wayne Kuykendall, Chairman
Athens Historic Preservation Commission

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