



Application to the Historical Preservation Board of McIntosh for a Certificate of Appropriateness

Please check the criteria for which you are applying:

- Downtown Commercial Historic District Residential Historic District
- This application is being filed in response to a notice from the Code Enforcement Board

A Fee of \$75 with a Site Plan Application is required for a new build or a change in footprint

Property Address: _____ Parcel # _____

Property Owner Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Applicant or Agent Information if different from above

Name: _____ Mailing Address: _____

Phone: _____ Email: _____

I certify that all the information contained in this application is true and accurate to the best of my knowledge.

Owner / Applicant Signature: _____ Date: _____

As the applicant, you are encouraged to attend the meeting to avoid any delay in the COA approval process.

Please use the attached checklist criteria as a guide to complete the application. Incomplete applications cannot be reviewed and will be returned to you for more information.

Description of Proposed Work (check all that apply)

- Site improvements/driveway/walkway Storage shed Moving structures
- Replacement windows or doors Under skirting Awnings
- New Construction / Additions Signs Demolition
- Roof / Gutters / Downspouts A/C - Mechanical Fences/Gates/Pergolas
- Replacement siding / Flooring / Porch Other: _____

Completely describe the scope of the work, all changes in material, color, or location to the exterior of the building, where on the property the work will occur, and how the work will be accomplished. For large projects, an itemized list is recommended. Attach additional pages if necessary.

**** Certificates of Appropriateness are valid for six months unless otherwise noted. Copy of your approval or denial shall be obtained from the town hall ****

*******OFFICIAL USE ONLY*******

Historical Preservation Board Meeting Date: _____ Staff Review Date: _____

Application is approved Application is denied for the reason of _____

Application is approved with conditions: _____

Acknowledgment by Owner / Applicant Signature: _____ Date: _____