

CERTIFICATE OF APPROPRIATENESS APPLICATION FORM

Before making exterior alterations that are visible to the public such as signage, renovation, new construction, relocation or demolition, a Certificate of Appropriateness application must be approved by the Campbellsville Certified Local Government/Historic Preservation Commission. The Commission will review and make a decision on the application within thirty days after receipt. Upon approval, a Certificate of Appropriateness will be issued that is valid for one year.

Instructions: Follow the checklist carefully in completing this application. No certifications will be made unless a completed application form has been received. Type or print clearly in black or blue ink. If additional space is needed, use continuation sheets or attach blank sheets. The decision by the Campbellsville Certified Local Government/Historic Preservation Commission with respect to certification is made on the basis of the description of work to be completed, maps, photographic documentation, architectural plans, drawings, and specifications with this application.

1. Name of Property: _____
Address of property: Street: _____
City: _____ County: _____ State: _____ Zip: _____
Name of historic district: _____
___ National Register Historic District ___ Local Historic District ___ Campbellsville Main Street Area

2. Data on building and rehabilitation project:
Date building constructed: _____ Use before rehabilitation: _____
Type of construction: _____ Proposed use(s) after rehabilitation: _____
This application cover phase number ___ of ___ phase(s)
Project/phase start date: _____ Estimated completion date: _____
Date project completed: _____

3. Applicant: (Check one) Building Owner ___ or Tenant ___
I hereby attest that the information I have provided is, to the best of my knowledge, correct, and that I have the right to make the changes to the building as described below.
Name: _____ Signature: _____ Date: _____
Street: _____ City: _____
State: _____ Zip: _____ Daytime Telephone Number: _____

4. Checklist of items:
___ Map showing building location in district
___ Photographs of existing building exterior
___ Description of proposed work to be completed, noting existing conditions of materials
___ Description of proposed signage including dimensions, height, width, depth, material, color, font size and style
___ Plans and/or sketches for work to be accomplished, noting proposed materials to be used
___ Historical photographs (if requested)

5. Project Description: Briefly describe proposed work

CAMPBELLSVILLE HISTORIC PRESERVATION COMMISSION REVIEW USE ONLY

___ The Campbellsville Certified Local Government/Historic Preservation Commission has determined that this project meets The Campbellsville Local Historic District Design Guidelines and therefore grants a Certificate of Appropriateness.
___ The Campbellsville Certified Local Government /Historic Preservation Commission has determined that this project will meet The Campbellsville Local Historic District Design Guidelines and will therefore grant a Certificate of Appropriateness if the following conditions are met.
___ The Campbellsville Certified Local Government/Historic Preservation Commission has determined that this project does not meet The Campbellsville Local Historic District Design Guidelines and therefore is NOT granted a Certificate of Appropriateness.
___ The Campbellsville Certified Local Government/Historic Preservation Commission has determined that this project does NOT meet The Campbellsville Local Historic District Design Guidelines but will grant a Certificate of Appropriateness.

Signature: _____ Date: _____
Chairperson or Vice-Chairperson