

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS



**City of Winder
25 East Midland Ave
P O Box 566
Winder, GA 30680
770-867-3106**

Name of Applicant: _____

Address of Applicant: _____

Telephone (Cell) #: _____ **Other Phone #:** _____

Location of Property (include street address if available and Map & Parcel Number): _____

Relationship of Applicant to Property (lessee, owner, etc.) _____

Project Information: Check all that apply.

- Demolition (Whole or part) Addition New Construction (Primary Structure)
- Accessory Structure Signage Site Changes (Fencing, paving, etc.)
- Material Changes (Windows, Roofing, etc.)

Has any part of this project already begun prior to review: Yes No

Is there an application relevant to this property and the subject modifications or improvements pending or contemplated before the Zoning Board or City Council? If so explain: _____

Who will represent applicant before the Historic Preservation Commission? If different from applicant furnish name, address, and phone number:

Signature of Owner

Date

Signature of Applicant

Description of Proposed Work:

Describe the scope of the proposed work below or on a separate sheet of paper. Include details of the project such as materials, grading changes, etc. that are not clearly noted on the plans submitted. We MUST have a written description to consider the application complete.

Specifications for Project:

Complete the following for any category that applies to the proposed project. The information provided here should agree with any materials or designs specified on the plan set. Additional pages following this format may be attached as needed. Any category left blank will indicate no change to that feature. The existing conditions for a new main structure would be the most common for the adjacent or nearby structures. For an accessory structure, consider the existing main structure for the existing conditions.

	Existing Conditions	Proposed Conditions
Roofing- Material, roof type, slope		
Exterior siding- Material, reveal, finish		
Exterior trim- Material(s) for corner boards, eaves, soffits, etc.		
Windows- Material, size, light configuration, if true divided lights		
Doors – Material, size, finish, include all exterior doors		
Foundation- Material, finish, porch foundation if different		
Porch Details- Materials, column size, baluster size and spacing, steps, etc.		
Shutter/shades- Materials, size, finish		
Fencing- Location, height, material finish		
Hardscape materials- Walkways, drives, patios		
Signage- Material, placement, size, lighting (backlit signs are not allowed).		