www.greenbaywi.gov

CERTIFICATE OF APPROPRIATENESS APPLICATION

All fields must be completed before application will be processed.

Department of Community
and Economic Development
100 N. Jefferson Street, Rm 608
Green Bay, WI 54301-5026
(920) 448-3300 - phone
(920) 448-3426 - fax
www.greenbaywi.gov

File Number: _____

1. Address:_____

2. Parcel #:_____

3. Owner of record:_____ Phone:_____

   _____
   (Address) (City) (State) (Zip)

4. Applicant's Name:_____

   _____
   (Address) (City) (State) (Zip)

   _____
   (Office Phone #) (Cell Phone #) (E-mail Address)

5. Present use of Property:_____

6. Description of Project: Describe each item of the project separately. Include existing condition(s) when describing item. Also, describe the proposed work, material(s) to be used and the impact the item would have on existing historic or architectural features of the property. (Attach additional sheets if necessary.)

   _____
   _____
   _____
   _____

7. Attachments:
   - ☐ Site Plan of the lot (Please indicate direction of north, dimensions, structures, etc.)
   - ☐ Sketches, drawings, building and streetscape elevations, and/or annotated photos
   - ☐ Exterior photos
   - ☐ Specifications (materials) for the project
   - ☐ Phased development plan for the project (if proposed in phases)
   - ☐ Inspection report (required for demolition requests only)
   - ☐ Cost estimates for all the proposed work
   - ☐ Other (please explain): _____

CERTIFICATE OF APPROPRIATENESS APPLICATION (Continued)

8. The following action is requested:

☐ **Approval of COA by Landmarks Commission** (projects not listed below)

☐ **Approval of COA by staff:** (Check all that apply)

- ☐ Roof repair/replacement
- ☐ Gutter repair/replacement
- ☐ Private sidewalk and driveway repair/replacement of the same dimensions and orientation
- ☐ Chimney repair and tuckpointing according to the Secretary of the interior standards and in appropriate color and design
- ☐ Installation of fences
- ☐ Storm window or storm door installation, repair, or replacement
- ☐ Installation of glass blocks in basement window openings
- ☐ Painting of existing unpainted brick
- ☐ Unattached nonvisible accessory structures
- ☐ Replacement of identical siding
- ☐ Replacement or repair to porches identical to existing style and materials
- ☐ Commercial sign replacement of identical dimensions

Petitioner Signature: _____

Owner Signature: _____

Date Received: _____ Staff: _____