

CERTIFICATE OF APPROPRIATENESS APPLICATION FORM

Before making exterior alterations that are visible to the public such as signage, renovation, new construction, relocation or demolition, the owner of a property within the Local Historic District must complete a Certificate of Appropriateness application. The Horse Cave Board of Architectural Review will review and make a decision on the application at 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 Horse Cave Board of Architectural Review 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: _____

2. Data on building and rehabilitation project:
Date building constructed: _____ Previous use: _____
Type of construction: _____ Proposed use(s) after rehabilitation: _____
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
___ Plans and/or sketches for work to be accomplished, noting proposed materials to be used
___ Historical photographs (if available or requested)

5. Project Description: Briefly describe proposed work

HORSE CAVE BOARD OF ARCHITECTURAL REVIEW USE ONLY

___ The Horse Cave Board of Architectural Review has determined that this project meets The Horse Cave Historic Preservation Design Guidelines and therefore grants a Certificate of Appropriateness.
___ The Horse Cave Board of Architectural Review has determined that this project will meet The Horse Cave Historic Preservation Design Guidelines and will therefore grant a Certificate of Appropriateness if the following conditions are met.
___ The Horse Cave Board of Architectural Review has determined that this project does not meet The Horse Cave Historic Preservation Design Guidelines and therefore is not granted a Certificate of Appropriateness.

Signature: _____ Date: _____
Chairperson or Vice-Chairperson