



APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

MINOR/MAJOR WORK

GENERAL INFORMATION

Applicant's Name	
Property Address	
Applicant's Mailing Address	
Telephone	
E-Mail	
Owner's Name	
Owner's Mailing Address	
Description of project (check all which apply)	<input type="checkbox"/> Exterior alteration on existing structure. <input type="checkbox"/> Construction of a new structure. <input type="checkbox"/> Addition to an existing structure. <input type="checkbox"/> Demolition or removal of an existing structure. <input type="checkbox"/> Other (describe) _____

LIST AND DESCRIPTION OF PROPOSED PROJECT

PROJECT	CURRENT MATERIALS	PROPOSED MATERIALS	DESIGN STANDARDS
Example: Replace rotten siding on residence	white painted wood	white painted composite	4.1

ABUTTING PROPERTY OWNERS

For applications requiring a hearing before the Historic Preservation Commission (for a Major Work COA), provide addressed and stamped envelopes for the owners of all properties abutting the property that is the subject of the hearing. Abutting properties include those properties separated from the subject property by a street.

PROPERTY OWNER'S NAME AND ADDRESS	PROPERTY OWNER'S NAME AND ADDRESS

APPLICANT CERTIFICATION

I hereby certify that the information provided above is true and accurate to the best of knowledge.

Applicant: _____ Date: _____

MINOR WORK APPROVAL (office use only)

Upon being signed and dated below by the Town Building Inspector or designee, this approved application serves as the Certificate of Appropriateness for the Minor Work project described herein. This certificate is valid until _____.

The issuance of this Minor Work certificate shall not relieve the applicant, owner, contractor, or tenant from obtaining any other permit required by the Town of Kure Beach Code or any other law for the project described herein.

Signed on behalf of the Town of Kure Beach: _____ Date: _____

OFFICE USE ONLY

File Number: _____.

Received on.: _____.

Amount paid: _____.

Received by: _____.

Date of Pre-Submittal Conference: _____.