



# APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

1141 State Street  
 Bowling Green, KY 42101  
 270-842-1953    www.warrenpc.org

Please type or print clearly.

DATE: \_\_\_\_\_

## PART 1

### APPLICANT INFORMATION

Applicant(s) Name:

Applicant(s) Address:

Daytime Telephone Number:

E-mail:

Relationship to property owner:    Owner    Architect    Lessee    Contractor    Other \_\_\_\_\_

### OWNER INFORMATION (If different from applicant)

Property Owner(s) Name:

Property Owner(s) Address:

### LOCATION OF PROPERTY

Street Address:

TYPE OF WORK (check all that apply)	APPLICATION FEE	REVIEW
<input type="checkbox"/> Alteration of any exterior part of a structure or building	None	Staff
<input type="checkbox"/> New Construction	\$75	New Construction,
<input type="checkbox"/> Demolition	\$75	Demolition and
<input type="checkbox"/> Relocation of Structure	\$75	Relocation require
		Board review.
		Please see meeting
		schedule

### FOR INTERNAL USE ONLY:

Date Received: \_\_\_\_\_

Type of Review: Board    Staff

Fee Paid: \_\_\_\_\_

## PART II

1. **Estimate of cost of work** (include value of unpaid labor):

2. **Description of Work.** Please describe in detail the work to be done. Description should include information about current state, **materials, methods, design, measurements** and reason for work. Demolition requests must include the proposed reuse of the site. Move requests must include information about the new site. Additional pages may be attached for description.

Name of Applicant: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_

Property Owner's Signature \_\_\_\_\_

Date: \_\_\_\_\_

## **ATTACHMENTS:**

### **All applications MUST include:**

- Before photographs (digital, black-and-white or color prints accepted. Digital photographs may be sent to [miranda.clements@bgky.org](mailto:miranda.clements@bgky.org))

### **If the job includes any new construction or reconstruction, also include:**

- Scaled plans and elevation drawings
- Manufacturer's illustrations and/or specifications
- Site plan with distances

### **If the job is for the alteration of a fence or retaining wall, also include:**

- Site plan

### **If material changes are proposed, also include:**

- samples of new materials

### **If economic hardship is claimed in the case of a demolition, also include:**

- Evidence that hardship exists

### **If job is for a move, also include:**

- Photographs and description of new site
- Site plan of new location

**\* An architect or historic preservation trained designer is highly encouraged when applying for new construction.**