

ROCKY MOUNT HISTORIC PRESERVATION COMMISSION

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

ADDRESS OF PROPERTY: _____

HISTORIC DISTRICT/LANDMARK _____

TAX PARCEL NUMBER: _____

OWNER: _____

ADDRESS: _____

DAY PHONE: _____

APPLICANT: _____

ADDRESS: _____

DAY PHONE: _____

DETAILS OF PROPOSED PROJECT: _____

Although attendance by applicants at Historic Preservation Commission meetings is optional, it is **STRONGLY ADVISED** that applicants make every effort to attend. Failure to attend can result in the denial or delay of an application due to incomplete information.

The Certificate of Appropriateness applies only to Locally Designated Districts or Landmarks and has no implications on State or Federal Historic Preservation Tax Credits.

I, the undersigned, certify that all information in this application and in any attachments is accurate to the best of my knowledge. Furthermore, I understand that, should the Rocky Mount Historic Preservation Commission issue this Certificate of Appropriateness, this Certificate will be valid for one year from the date of issuance. Failure to procure a building permit within that period will be considered as failure to comply with the Certificate and the Certificate will become invalid. If a building permit is not required, then the authorized work must be completed within one year. Certificates can be extended for one year by requesting an extension in writing prior to their expiration from Historic Preservation Commission staff.

Applicant

(date)

FOR OFFICE USE ONLY: DATE RECEIVED: _____ RECEIVED BY: _____

SUBMISSION DEADLINE: _____ HEARING DATE: _____

NEXT DEADLINE: _____ NEXT HEARING DATE: _____