



# CITY OF FLINT

## HISTORIC DISTRICT COMMISSION

### CERTIFICATE OF APPROPRIATENESS APPLICATION FORM

Applications will be reviewed by HDC staff for completeness and placed on the appropriate Flint Historic District Commission meeting agenda. Only complete applications will be accepted. Application submittal deadlines are 14 calendar days prior to the scheduled meeting. **Historic District Commission meeting are held on the 1<sup>st</sup> Thursday of each month at 5:30 P.M.** Submit applications to the City of Flint, Attention: Historic District Commission, 1101 S. Saginaw St., Room S105, Flint MI 48502. Office: (810) 766-7426.

Date \_\_\_\_\_

Applicant \_\_\_\_\_ Property Owner (if different than applicant) \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip Code

Telephone #'s \_\_\_\_\_ Fax # \_\_\_\_\_

Email: \_\_\_\_\_

Property Address \_\_\_\_\_ Parcel ID No. \_\_\_\_\_

**Description of Work for which the Certificate of Appropriateness is requested:** Attach detailed drawings for new construction, additions, or structural changes – *include dimensions of existing set-backs and list the required set-backs.* For commercial buildings, drawings must be signed and sealed by a registered engineer, architect or surveyor. Written specifications should only reference/include exterior areas. All submittals must include color photographs sufficiently documenting the existing conditions of all exterior areas indicated on your application. Please provide eight (8) color copies of such photographs.

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List materials to be used in the project including dimensions and descriptions:

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Project cost: \$ \_\_\_\_\_

Applicant Signature \_\_\_\_\_

OFFICE USE: Date Received _____ HDC Review Date _____ COA Approved/Denied/Date _____
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