HISTORIC RESOURCES COMMISSION OF ASHEVILLE & BUNCOMBE COUNTY
P.O. Box 7148, Asheville, NC 28802 • Phone: 828-259-5836

APPLICATION FOR MAJOR WORK CERTIFICATE OF APPROPRIATENESS *And* PRELIMINARY PLANS REVIEW FOR NEW CONSTRUCTION

Application Date_____

Address of Property _____ PIN _____
Zoning _____ Use _____ Phone Number_____
Applicant Name _____ Email Address_____
Mailing Address _____
Property Owner
___yes ____no If not, specify relationship to project _____
Owner Name _____

Project Type
(check those that apply) ____Final Review ____Amendment

Landscaping
___fence
___trees
___driveway/parking
___other

Flexible Development*
___setbacks
___other

Major Maintenance
___new roof
___gutters
__ storm windows/doors
___siding
___porch/stairs
___masonry
___other

Building Rehabilitation
___doors
___windows
___siding
___porch/stairs
___artificial siding
___foundation
___roof
___soffit/eave/gutters
___other

New Construction*
___utility bldg.
___new bldg.
___other

Additions
___kitchen
___bedroom
___porch
___other

Demolition or Relocation
___demolition
(list materials to be removed) _____
_____
___move building

Signage
___new sign
___lighted
___other

***Requires additional form**

DESCRIBE PROJECT FULLY (attach additional paper if needed): _____
_____
_____
_____

Supporting materials attached? ___ yes ___ no

Read carefully and sign:

- Applicant should become familiar with applicable design guidelines before completing application.
- **Pre-application meetings with HRC staff are required PRIOR to application submittal – consult HRC meeting schedule for deadline. Failure to do this may result in your hearing being delayed.**
- Fourteen copies of the complete application must be received in the Development Services Department by 10:00 a.m. on the application deadline.

The Authorized Practice Committee of the North Carolina State Bar has issued an opinion (Advisory Opinion 2006-1) stating in essence that appearance in a representative capacity before quasi-judicial bodies of local government is the practice of law within the meaning of NCGS 84-2.1 and 84-4, which prohibit the unauthorized practice of law.

City Planning staff may not provide legal advice to applicants. Applicants are advised to consult the appropriate sections of the North Carolina General Statutes, Asheville City Code, and the Rules of Procedure for the Historic Resources Commission, or to consult with an attorney, if more information is needed.

The undersigned signifies that the above is true.

Name _____Date_____

FEES WILL BE DOUBLED IF THE WORK HAS BEEN STARTED PRIOR TO SUBMITTING THIS APPLICATION

$78 Residential project fee paid _____ (date)
$104 Non-residential project fee paid _____ (date)