



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 \_\_\_\_\_ Preliminary Review (required for ALL New Construction projects)
\_\_\_\_\_ Final Review \_\_\_\_\_ Amendment

(check those that apply)

- Landscaping: fence, trees, driveway/parking, 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)
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