

Certificate of Appropriateness Application



City of Green, Summit County, Ohio

Applications must be submitted to:

The City of Green Planning Department

1755 Town Park Boulevard PO Box 278 Green, OH 44232 (330) 896-6614 (p) (330) 896-6606 (f)

For Staff Use Only:

Project Number:

Review Date:

Approval Date:

Authorization Signature:

Property Information

Landmark Name:

Address: (please include city & zip code)

Parcel #:

Acreage:

Designation Date:

Applicant

Name/Title:

Business:

Mailing Address:

City/State/Zip:

Phone:

Mobile:

Email:

Owner (if other than applicant)

Name:

Mailing Address:

City/State/Zip:

Phone:

Mobile:

Email:

**Certificate of Appropriateness Application Checklist
(Required for Major Alterations Only)**

For review requiring Historic Preservation Commission approval, six (6) complete sets of all items must be submitted. The drawings and the site plan must be 11 x 17 in size. Photographs should be 4 x 6 color prints.

Pre-application conference with Planning Department staff:

Though optional, this will assist applicant in determining what level of review is required. This should be scheduled prior to the submission of this application.

Color Photos:

Submit 4 x 6, color 35mm or digital photos. Polaroids will not be accepted. Include photos of each side (elevation) of the building, the site to be altered, and close ups of the specific areas to be changed.

Site Plan:

A site plan must be included for new construction, additions, signage/graphics, removal of architectural features, demolitions, and lot splits. The site plan must show property lines & setbacks, footprint of all existing structures and landscaping, and their relationship to adjacent structures/properties.

Drawings:

Elevations drawings showing the view from front, sides, and rear of structures must be submitted.

Material Samples/Manufacturer’s Brochures:

Submit samples and brochures that show and describe the materials to be used (i.e. paint chips, color swatches, doors, windows, siding, trim, molding, porch & balcony components, etc.)

Signatures:

I certify that I have read the Application and that the information I have included, and any accompanying documentation, is complete and accurate to the best of my knowledge. I also understand that the applicant/owner must obtain the necessary permit(s) in order to begin work. I further certify that, if filing as the Applicant, authorization was obtained from the property owner as indicated by their signature below.

Signature of Property Owner Date Printed Name

Signature of Applicant Date Printed Name