

**ELIZABETHTON HISTORIC ZONING COMMISSION  
APPLICATION FOR  
CERTIFICATE OF APPROPRIATENESS**

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**APPLICATION MUST BE FILLED OUT COMPLETELY  
INCOMPLETE APPLICATIONS WILL NOT BE REVIEWED  
APPLICATION MUST BE SUBMITTED TWENTY-ONE CALENDAR  
DAYS BEFORE THE MEETING IN WHICH IT IS TO BE REVIEWED**

APPLICATION DATE: \_\_\_\_\_ TYPE: \_\_\_\_\_ PRELIMINARY \_\_\_\_\_ FINAL

PROPERTY ADDRESS: \_\_\_\_\_

OWNER'S NAME: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

APPLICANT'S NAME: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

APPLICANT'S ADDRESS: \_\_\_\_\_

RELATION OF APPLICANT TO OWNER: \_\_\_\_\_

(ATTORNEY, CONTRACTOR, REALTOR, ETC) *PLEASE ATTACH ANY INFORMATION THAT WILL HELP MAKE YOUR APPLICATION CLEAR: PHOTOGRAPHS, DRAWINGS, MAPS, SAMPLES, ETC.,*

·PLEASE DESCRIBE PROPOSED WORK AS COMPLETELY AS POSSIBLE.

·SPECIFIC DIMENSIONS MUST BE GIVEN FOR ANY EXTERIOR CHANGES AND/OR ALTERATIONS.

·THE COMMISSION MAY ALSO REQUIRE PHOTOGRAPHS, SITE PLANS, ELEVATIONS, COLOR SWATCHES, MATERIAL SAMPLES, MANUFACTURER'S LITERATURE, AND ANY OTHER DOCUMENTATION DEEMED NECESSARY.

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THE FOLLOWING INFORMATION IS AVAILABLE FREE OF CHARGE. CONTACT THE CITY DIRECTOR PLANNING AND DEVELOPMENT OFFICE AT 423-542-1508 TO REQUEST COPIES.

- COPY OF THE HISTORIC ZONING COMMISSION'S BUILDING STANDARDS AND GUIDELINES FOR THE OVERLAY.
- A COPY OF THE HISTORIC ZONING COMMISSION'S POLICIES AND PROCEDURES.
- A COPY OF THE HISTORIC ZONING PROVISIONS OF THE ZONING ORDINANCE OF THE CITY OF ELIZABETHTON.
- PERSONAL CONSULTATION WITH THE CITY DIRECTOR PLANNING AND DEVELOPMENT AND BUILDING INSPECTOR.

I UNDERSTAND THAT AFTER OBTAINING A CERTIFICATE OF APPROPRIATENESS FROM THE HISTORIC ZONING COMMISSION, I MUST OBTAIN A BUILDING PERMIT WHICH MUST BE POSTED IN PUBLIC VIEW WHILE THE WORK IS IN PROGRESS.

I / WE DO HEREBY ATTEST BY MY/OUR SIGNATURE(S) BELOW THE FOREGOING APPLICATION IS COMPLETE AND ACCURATE AND IS TO BE HEARD BY THE HISTORIC ZONING COMMISSION OF THE CITY OF ELIZABETHTON IN A PUBLIC MEETING.

\_\_\_\_\_  
PROPERTY OWNER'S SIGNATURE DATE

\_\_\_\_\_  
APPLICANT SIGNATURE DATE  
(IF DIFFERENT THAN OWNER)