



Walter M. Gardner, Jr. – Mayor
Robert F. Davie, Jr. – Town Administrator

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HISTORIC DISTRICT COMMISSION
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)
MINOR WORK

Date: _____

NO APPLICATION FEE

I (we) the undersigned request a minor Certificate of Appropriateness for the following plans and proposals:

Property location (street address): _____

Property owner: _____

Applicant (if different from owner): _____

Address: _____

Phone: (home): _____ (business): _____ (cell): _____

Current use of property: _____

Describe in detail the work to be undertaken, attach photos, drawings, plans, renderings, materials, etc. to give as much information as possible on the requested project:

Certificates of Appropriateness are used only for the work described on the application. A copy of this information will remain on file for enforcement purposes.

Signature of Applicant: _____ Date: _____

STAFF USE ONLY: Submission Date: _____

Received by: _____ Approved: _____ Denied: _____