

CITY OF PIPESTONE

Heritage Preservation Commission (HPC)

Certificate of Appropriateness Application

This form must be filled out completely before your application will be accepted.

1. **Property Address**

2. **Project Description (be detailed) attach photos and drawings:**

Include measurements, materials, colors,

etc. _____

3. **Contractor(s)** _____

4. **Property Owner:** _____

Address: _____

Phone: _____ **Email:** _____

5. **Occupant:** _____

Address: _____

Phone: _____ **Email:** _____

6. **Applicant:** _____

Address: _____

Phone: _____ **Email:** _____

When acting upon an application for a *Certificate of Appropriateness* the Heritage Preservation Commission (HPC) shall rely upon generally accepted site planning criteria and design standards. These criteria and standards are necessary to fulfill the intent of the Heritage Preservation Commission, Zoning Ordinance, the Comprehensive Plan, and are the minimum requirements to safeguard public health, safety, aesthetics, and general welfare.

Obtaining a *Certificate of Appropriateness* does not absolve the applicant from obtaining all other applicable permits, such as Building Permits.

I certify that I have submitted all the required information to apply for approval of a Certificate of Appropriateness and that the information is factual.

Signed: _____ DATE: _____

Required for all projects:

- Complete and signed application
- Photos of affected areas
- Sketches and elevations
- Material and design specifications
- Color samples