

CITY OF FROSTBURG

HISTORIC DISTRICT COMMISSION

CERTIFICATE OF APPROPRIATENESS APPLICATION



DEPARTMENT OF COMMUNITY DEVELOPMENT
FROSTBURG MUNICIPAL CENTER
37 BROADWAY, P.O. BOX 440
FROSTBURG, MD 21532

Applicant Name: _____

Applicant's Address: _____

Phone Number(s): _____

Property Owner Name: _____

Property Address and Location: _____

Type of Change: Alteration Demolition Grading
 Addition Repair Excavation
 New Building Sign Other: _____

Work to be performed:

PLANS – Architect or Engineer: _____

DEMOLITION - Contractor: _____

RENOVATION/CONSTRUCTION – Building Contractor(s): _____

Scope of Work *(describe project in detail, list materials and dimensions):*

Is the property subject to an historic preservation easement?

NO

YES

Is the easement held by a third party organization other than the property owner?

NO

YES

If yes, please provide a copy.

Requirements for Complete Application (TO BE DETERMINED BY STAFF; IF CHECKED INCLUDE AS AN ATTACHMENT):

- SITE PLAN OR ACCURATE SCALED DRAWING DEPICTING PROPORTIONS AND DISTANCES
- CLEAR AND LEGIBLE SKETCH OF EXTERIOR DETAILS OR AREA TO BE CHANGED
- PHOTOGRAPH(S) OF AREA TO BE CHANGED
- MANUFACTURER'S SAMPLES OR TEAR SHEETS OF MATERIAL(S) PROPOSED TO BE USED
- FOR NEW CONSTRUCTION:
 - SITE PLAN TO SCALE
 - ELEVATION DRAWINGS
 - MATERIAL SAMPLES/TEAR SHEETS
 - CURRENT PHOTOGRAPHS OF PROPERTY
- OTHER: _____

Optional Attachments:

- HISTORIC PHOTOGRAPHS OR OTHER DOCUMENTATION

You are encouraged to attend the Frostburg Historic District Commission meeting. The next meeting is _____, at 6:00 pm at the Frostburg Municipal Center, 37 Broadway, Frostburg, Maryland. Failure to provide sufficient information for review may result in an unfavorable recommendation by the Historic District Commission.

PLEASE READ AND SIGN BELOW

I hereby certify that I am the owner of the property or I have advised to owner of the property in regard to the proposed work. Further, the information provided by this application represents an accurate description of the proposed work and nothing has been intentionally omitted that would be necessary for the Historic District Commission's decision making process.

I understand that a favorable review finding by the Frostburg Historic District Commission does not constitute approval of other require land use or building permits obtained by a separate application.

Signature

Date

FOR CITY USE ONLY

Approval to be granted by: FROSTBURG HISTORIC DISTRICT STAFF

Staff Review: APPROVED NOT APPROVED

Staff Reviewer: _____ Date: _____

SIGNATURE