

Certificate of Appropriateness
Midway Historic Preservation Committee

Name of Applicant: _____
Property Address: _____
Parcel Number: _____
Mailing Address of Applicant: _____
Daytime Phone: _____ Fax: _____ E-mail: _____
Name of Owner (if different than Applicant): _____
Mailing Address: _____
Daytime Phone: _____ Fax: _____ E-mail _____

Proposed Work:

Please describe your proposed work simply and accurately. Attach extra sheets and supplemental material as requested in the submittal criteria.

Signature of Applicant: _____ Date: _____

Signature of Owner: _____ Date: _____

Application Deadline:

Application material must be submitted to the Building Safety Department a minimum of 30 days prior to any scheduled exterior work or permit approval on buildings, structures, sites, or objects built in whole or in part more than 75 years ago whether or not they are listed on the Midway City Historic Register. The Building Safety Department shall forward the application to the Planning Department. The Planning Department forwards the application to the Historic Preservation Committee within five days; the Historic Preservation Committee shall review the application with the applicant and make a recommendation and returns the application to the Planning Department with recommendations. The Planning Department then reviews the application for zoning compliance, notice and posts signs. After all reviews are complete, the application shall be forwarded to the Building Safety Department for permit review and issuance or other processing as necessary.

Submitted Requirements: completed checklist and signed copy of the Standards for Rehabilitation and Design Guidelines for Midway Historic Properties.

Other:

In the event of a recommendation for denial, you have the right to appeal the decision to the City Council. The appeal must be made within thirty (30) days after the Historic Preservation Committee's review and recommendation.

HPC Recommendation:

- _____ Approval: Please release the building permit.
- _____ Approval with conditions: Please release the building permit in accordance with conditions (see attached Review and Action Form).
- _____ Denial: Please do not release the building permit or allow work.

HPC Committee Signature: _____ Date: _____

Zoning Department Signature: _____ Date: _____