

CITY OF UVALDE

CERTIFICATE OF APPROPRIATENESS APPLICATION AND CHECKLIST

Case Number _____ Date Received _____

Date Complete _____

Staff Initials _____

HPB meeting date _____

Address of property _____

Applicant _____ and/or Agent _____

Mailing Address – Applicant/Agent (circle one) _____

Telephone: _____

Property Owner _____

Property Owner Address/Telephone No. _____

Please Check the Appropriate Construction Activity that Applies

___ Remodeling ___ New Construction ___ Sign ___ Move

A. Current or intended use of the building _____

B. Below provide a detailed description of the project. (Use an additional page if necessary.)

Please Provide the Following

1. Current photos of the building and adjacent properties along with detail photos of elements that will require repair or replacement;
2. Historic photos of the building if available, check with El Progreso Library;
3. Elevation drawings of the proposed changes, preferably in color;
4. Specifications and samples of materials to be used including colors that will be used;
5. If the proposal includes signs or lettering, a scale drawing showing the type of lettering to be used, all dimensions and colors, a description of materials to be used, the method of illumination (if any) and a plan showing the sign's location on the property;
6. Any other information which the board may deem necessary in order to visualize the proposed work. If replacing original materials, provide costs for repair and replacement.

Signature of Applicant or Agent: _____ Date _____

Signature of Property Owner: _____ Date _____

Preservation Board Action:

Signature of Historic Preservation Officer

Date: _____ Approval

_____ Denial without prejudice

_____ Denial

NO CASE WILL BE SCHEDULED FOR A HEARING UNTIL ALL SUPPORTING MATERIALS ARE RECEIVED.

Appeals of Historic Preservation Board decisions must be made in writing to the City Secretary within 30 days of the decision.

Approval by the Historic Preservation Board does not take the place of a building permit. Permits must be obtained from the City of Uvalde Planning Office.