



Planning & Development
225 4th Street North
Fargo, North Dakota 58102
Office: 701.241.1474 | Fax: 701.241.1526
Email: Planning@FargoND.gov
www.FargoND.gov

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

No building permits for new construction or for alterations to the exterior of existing structures shall be issued for property within a Historic Overlay district until a Certificate of Appropriateness has been reviewed and approved in accordance with the procedures with Section 20-0912. A Certificate of Appropriateness may be reviewed and issued by The Historic Preservation Commission and or City Staff, depending on the type of project and the Historic Overlay district.

The Historic Preservation Commission meets monthly at 8:00 am on the third Tuesday of the month, in the City Commission Room, City Hall, 225 4th Street North. Applicants must be present at the meeting. More information on design standards is available at: www.FargoND.gov/historicpreservation.

The following must accompany this application:

- Photos of the existing site
- Plans of the proposed project
- Building materials
- Site plan if applicable

| Property Owner Information |
|----------------------------|
| Name (<i>printed</i>): |
| Name (<i>printed</i>): |
| Address: |
| |

| Contact Person Information (<i>if different than owner</i>) |
|---|
| Name (<i>printed</i>): |
| Address: |
| |
| |

| Parcel Information |
|---|
| Historic overlay district of subject property : |
| Address: |
| Legal Description (<i>attach separate sheet if more space is needed</i>): |
| |

| Check each of the following which applies to your project | |
|---|---|
| <input type="checkbox"/> Exterior remodel | <input type="checkbox"/> New garage |
| <input type="checkbox"/> Window replacement | <input type="checkbox"/> New accessory structure (not garage) |
| <input type="checkbox"/> New dormer | <input type="checkbox"/> New porch |
| <input type="checkbox"/> New/replacement chimney | <input type="checkbox"/> Front yard paving |
| <input type="checkbox"/> Skylight | <input type="checkbox"/> Demolition |
| <input type="checkbox"/> Overhead garage door replacement | <input type="checkbox"/> New addition |
| <input type="checkbox"/> Other: _____ | |

Briefly Describe The Proposed Scope of Work

| |
|--|
| |
| |
| |
| |
| |
| |
| |
| |

Acknowledgement – We hereby acknowledge that we have familiarized ourselves with the rules and regulations to the preparation of this submittal and that the forgoing information is true and complete to the best of our knowledge.

Owner (*Signature*): _____ Date: _____
Representative (*Signature*): _____ Date: _____

CONFIDENTIAL INFORMATION

This application is an open record under NDCC 44-04 and will be available to the public for review. Telephone numbers and e-mail that are provided to the Planning and Development Department for the purpose of communicating with an applicant are exempt from this requirement and are considered to be confidential/non-public information.

This portion of the application must be completed, but it will be kept separate from the rest of the application and the contact information contained herein will not be available to the public for review.

| Applicant |
|--|
| Name: _____ |
| Daytime Phone Number: _____ Email: _____ |

| Contact Person/Agent (If Different than Applicant) |
|---|
| Name: _____ |
| Daytime Phone Number: _____ Email: _____ |