



Planning & Development
225 4th Street North
Fargo, North Dakota 58102
Office: 701.241.1474 | Fax: 701.241.1526
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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	
☐ Exterior remodel	☐ New garage
☐ Window replacement	☐ New accessory structure (not garage)
☐ New dormer	☐ New porch
☐ New/replacement chimney	☐ Front yard paving
☐ Skylight	☐ Demolition
☐ Overhead garage door replacement	☐ New addition
☐ 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 (<i>Signature</i>): _____	Date: _____
Representative (<i>Signature</i>): _____	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/Representative (If Different than Applicant)

Name: _____

Daytime Phone Number: _____ Email: _____