

**For Building Department Use Only:**  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_  
Meeting Date: \_\_\_\_\_

**DECATUR HISTORIC PRESERVATION COMMISSION**  
**CERTIFICATE OF APPROPRIATENESS**  
**APPLICATION**

Note: Certificates of Appropriateness (COA's), courtesy review requests, and items for public discussion must be submitted to the Building Department at least 14 days prior to the scheduled meeting to be placed on the agenda. COA's are approved for historical appropriateness only. A representative for the application/request must be present at the meeting. Final permits are granted when construction plans are prepared for review and approved by the Building Department for building code compliance.

This COA applications is presented to ( ) demolish ( ) erect ( ) alter ( ) repair the property.

Property Location: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Owner's Mailing Address: \_\_\_\_\_

Owner's Telephone Number: \_\_\_\_\_

Owner's E-mail Address: \_\_\_\_\_

Brief description of the work to be performed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Applicant: \_\_\_\_\_

( ) Owner ( ) Architect ( ) Contractor ( ) Other \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone; \_\_\_\_\_

*To help the Decatur Historic Preservation Commission assess your application properly, the following information is needed. Please check the items you have included.*

*Please see the "Guidelines" or "Procedure Outline" brochure for additional information.*

- A. New Construction, Major Renovation or Major Repairs and Additions: ( ) photographs ( ) scaled drawings ( ) site plan
- B. Minor Renovations, Alterations and Repairs: ( ) photographs ( ) drawings ( ) site plan ( ) adjacent property structures
- C. Fences or Walls: ( ) drawing or photograph ( ) scaled site plan
- D. Site work for game courts, pools, decks, terraces, drives and accessory structures: ( ) scaled site plan ( ) photographs, drawings and written descriptions
- E. Demolition Permits: ( ) photographs ( ) statement of purpose

*Applications may either be mailed or submitted to the City of Decatur Building Department:*

**Mail to:** Decatur Historic Preservation Commission, City of Decatur, Building Department, P.O. Box 488, Decatur, AL 35602

**Deliver to:** City of Decatur Building Department, 4th floor, Decatur City Hall, 402 Lee Street NE

**DISPOSITION BY DECATUR HISTORIC PRESERVATION COMMISSION**

Approved: \_\_\_\_\_

Disapproved: \_\_\_\_\_

Approved as Modified: \_\_\_\_\_

*For additional information and documents downloaded, visit the Historic Preservation Commission department page at [www.DecaturAlabamaUSA.com](http://www.DecaturAlabamaUSA.com).*