



**DEPT. OF COMMUNITY DEVELOPMENT
PLANNING DIVISION
301 W. CHESTNUT
PHONE: (479) 621-1186
FAX: (479) 986-6896**

<u>OFFICE USE ONLY</u>	
Fee:	_____ (\$100)
COA Number:	_____
CityView Number:	_____
Date Issued:	_____

**CERTIFICATE OF APPROPRIATENESS
Sec. 24-5**

Please see **Appendix A** of this application to determine the appropriate category based on the proposed scope of work. Additional information may be found in the Rogers Commercial Historic District Design Guidelines document. Please see **Appendix B** for required supplemental materials. This project is:

Category I _____

Category II _____

Category III _____

APPLICANT INFORMATION

Applicant Name: _____ Address: _____

Phone: _____ Email: _____

Property Owner (if not applicant): _____ Address: _____

Phone: _____ Email: _____

Architect/Engineer/Contractor: _____ Address: _____

Phone: _____ Email: _____

PROPERTY INFORMATION

Historic name of property: _____

Address: _____ Lot #: _____ Block #: _____

BUILDING DATA

YEAR BUILT: _____

CONSTRUCTION TYPE: Wood _____ Brick _____ Stone _____ Other _____

ORIGINAL USE:

- | | |
|--|-------------------------------------|
| <input type="checkbox"/> Single-family residential | <input type="checkbox"/> Industrial |
| <input type="checkbox"/> Multi-family residential | <input type="checkbox"/> Vacant |
| <input type="checkbox"/> Hotel/boarding | <input type="checkbox"/> Mixed-use |
| <input type="checkbox"/> Office | <input type="checkbox"/> Other |
| <input type="checkbox"/> Commercial/retail | |

BRIEF HISTORY AND DESCRIPTION OF PROPERTY:

PROPOSED SCOPE OF WORK:

APPLICATION SUBMISSION

Certificates of Appropriateness are effective immediately upon issuance. Work approved must begin within twelve (12) months of approval. If the Certificate of Appropriateness expires, your project must be resubmitted for approval. Any work done outside the scope of the Certificate of Appropriateness renders it null and void.

ANY WORK APPROVED BY THE HISTORIC DISTRICT COMMISSION IS SUBJECT TO ADDITIONAL CITY PERMITS SUCH AS SIGN AND BUILDING PERMITS.

I hereby certify I am the owner, agent of the owner, or other person in control of the property and that the information given herein, and as shown on the application and Certificate of Appropriateness, is true and that I am authorized to obtain this Certificate of Appropriateness. I understand that if the construction and/or installation for which this Certificate of Appropriateness is issued is contrary to the requirements of city codes or regulations, violations must be corrected. Approval by the Historic District Commission does not excuse the applicant, owner, or agent from compliance with any other applicable codes, ordinances, or policies of the City of Rogers.

SIGNATURE OF APPLICANT

DATE

SIGNATURE OF PROPERTY OWNER

DATE

HISTORIC DISTRICT COMMISSION USE ONLY

This project is: Category I _____ Category II _____ Category III _____

This COA is: Approved _____ Approved with conditions _____ Denied _____

Reasons for approval, conditions, or denial: _____

SECRETARY, HISTORIC DISTRICT COMMISSION

DATE

DEPARTMENT OF COMMUNITY DEVELOPMENT OFFICIAL

DATE

APPENDIX A: CATEGORY INFORMATION

CATEGORY I: Ordinary Maintenance

This category is constituted by exterior repairs with no change in design, color, material, or appearance. Work includes repainting with same color(s), minor repairs with no additions or removals, replacing rotted porch flooring, damaged exterior surface and/or trim, rusted screening or surface-mounted gutters, roofing of same type and color, or essentially similar work.

Public notice is *not* required for this category.

CATEGORY II: Exterior Changes Not Affecting Surrounding Property

This category includes repainting structures in original or authentic color(s), restoring to original design or appearance, minor removals such as removing porches or enclosures not part of the original structure, additions that reconstruct original features, or essentially similar work not materially affecting surrounding property owners by changing neighborhood character. This category includes building signage.

Public notice is required for this category.

CATEGORY III: Exterior Changes Affecting Surrounding Property

This category includes construction of new additions which previously never existed, building new or demolishing buildings and outbuildings, removing original features or detailing from a building such as doors, windows, or trim, or essentially similar work which materially affects surrounding property owners.

Public notice is required for this category.

APPENDIX B: REQUIRED SUPPLEMENTS

The Historic District Commission and Department of Community Development staff may require the following supplements based on applicability to proposed scope of work:

- An accurate color rendering, photograph, or drawing of each elevation on which changes are proposed, that shows existing appearances and proposed changes;
- A description of the materials to be used and an overall scheme, including without limitation, foundation, walls, trim, windows, doors, any other exterior surface or detail;
- Relevant material samples;
- A color sample of any and all proposed paints to be used on the exterior;
- If the proposed work involves a new construction or a change in footprint, a general site plan including the necessary details as specified by the Department of Community Development or a surveyed property boundary drawing; or
- If the proposed work involves demolition, a structural report from a licensed engineer or architect, an Environmental Assessment report, or multiple contractor estimates for cost of rehabilitation and demolition.