

City of Chesapeake
Department of Planning
Post Office Box 15225
Chesapeake, Virginia 23328-5225
(757) 382-6176
FAX (757) 382-6406

Application for Certificate of Appropriateness
or
Application for an After the Fact Certificate of Appropriateness
(Per Article 12-708 of the Chesapeake City Code.)

For information on the process and submission requirements please see the "Procedural Guidelines for the Chesapeake Historic and Architectural Review Board". The applicant is required to notify staff if there is a change in ownership prior to decision regarding the application. Power of Attorney will be required if owner is not the applicant. Applications filed after work commences is classified as an After the Fact Certificate of Appropriateness. The filing fee for an After the Fact Application is \$250.00.

PROPERTY ADDRESS: _____

1. **NAME OF APPLICANT:** _____

MAILING ADDRESS OF APPLICANT: _____

PHONE NUMBER OF APPLICANT: _____

2. **NAME OF OWNER:** _____
(If different from Applicant)

MAILING ADDRESS OF OWNER: _____

PHONE NUMBER OF OWNER: _____

NATURE OF APPLICATION: _____

IS APPLICATION AFTER THE FACT? YES _____ **NO** _____
DATE OF APPLICATION: _____ DATE OF ADMINISTRATIVE APPROVAL: _____
DATE (S) OF ARCHITECTURAL REVIEW BOARD REVIEWS: _____

Samples must be submitted with the applications that will be considered by the Board of Historic and Architectural Review. Samples include photographs, brochures, drawings, and diagrams. Failure to provide these materials may result in continuation of the application by the Board.

Certificate Number

I, _____ Hereby grant permission for members of, and staff to, the Historic and Architectural Review Board to enter my site to view exterior areas related to this Certificate of Appropriateness Application.

Signature

Date

Staff Use Only

Materials Received By Applicant:

_____ Plans

_____ Project Specifications

_____ Photographs

_____ Color Samples

_____ Site Plan (if appropriate)