City of Kendallville Historic Preservation Commission

Application for Certificate of Appropriateness

Property Address: _____

Owner Name: _____ Phone Number: _____

Mailing Address: _____

Email: _____

Applicant Name: _____ Phone Number: _____

Mailing Address: _____

Email: _____

Historic Guidelines: www.kendallvillein.gov city website/Documents/Historic-Guildelines-FNAL-2022-pdf

Application requirements: All exterior changes visible from the public right-of-way (street/alleys) within the Kendallville Historic District require a Certificate of Appropriateness (COA). Applications must be completed before the Commission can begin the review process. Submit this application form and all supplemental documentation as required.

Application is due by close of business on the last Wednesday of each month. Please drop off in person to the Mayor's office, 2nd floor, City Hall or email at cmarple@kendallvillein.gov.

Please read the following statement: Your signature below acknowledges that you have read the statements and attest to their accuracy.

I understand that the approval of this application by City Staff or the Historic Preservation Commission does not constitute approval of other federal, state, or local permit applications.

I understand that I or my representative will need to attend the HPC meeting. If no representation is present at the meeting, the application may be deemed incomplete and may be denied.

I have reviewed the City of Kendallville's "Historic District Guidelines" in preparing this application.

_____ _____

Signature of Owner/Application Date

By signing below, I acknowledge that the Owner of the property has given me permission to submit this application and make decisions and representations about the project on their behalf.

_____ _____

Signature of Representative/Applicant Date

What do you want to do? (Detailed project description/provide photos, samples, invoices if necessary)

_____

_____

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