

CITY OF CORDELE, GEORGIA
APPLICATION FOR CERTIFICATE for PRESERVATION (CP)

Applicant* _____ Owner _____
 Address _____ Address _____

Telephone _____ FAX _____ Telephone _____ FAX _____

*Note: If applicant is not the owner, a letter signed by the owner authorizing the proposed work must be attached. Include owner's telephone number and mailing address.

Property Address _____ Zoning _____
 Legal Description _____

The *Design Guidelines* contain detailed information for the most commonly proposed changes. Copies are available at the City Manager's Office, Room 203, Cordele City Hall, 501 North 7th Street, Cordele, 229 273 3102 X 614.

TYPE OF PROJECT (check all that apply):

- | | |
|--|--|
| <p>Construction:</p> <p><input type="checkbox"/> New Building</p> <p><input type="checkbox"/> Addition</p> <p><input type="checkbox"/> Major Restoration, Rehabilitation, or Remodeling</p> <p><input type="checkbox"/> Minor Exterior Change</p> | <p>Site Changes:</p> <p><input type="checkbox"/> Parking, Driveways, or Walkways</p> <p><input type="checkbox"/> Fence, Wall, or Landscaping</p> <p><input type="checkbox"/> Mechanical System or Non Temporary Structures</p> <p><input type="checkbox"/> Sign</p> <p><input type="checkbox"/> Demolition or Relocation of Buildings</p> |
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Applicant must describe the proposed project (attach additional sheets if necessary). The description should include proposed materials. Divide the description if the proposed scope of work will involve more than one type of project. (Example: 1. addition of storage; and 2. installation of sign)

APPLICATION CHECKLIST

An Application requires support materials to be provided to the CHPC. Check the list below for which materials may be necessary for design review of a particular project. All new buildings or new additions to existing buildings must scale ¼ inch equals one (1) foot.

- NEW BUILDINGS OR NEW ADDITIONS:**
- Site Plan Architectural Elevations Floor Plan Landscape Plan Description of Materials Photographs of Site and Area

- MAJOR RESTORATION, REHABILITATION OR REMODELING:**
- Architectural Elevations or Sketches Description of Proposed Changes Description of Materials Photographs of Existing Building and Area Documentation of Earlier Historic Appearance for Restoration Only

MINOR EXTERIOR CHANGES:

Description of Proposed Changes Description of Materials Photographs of Existing Building and Area

SITE CHANGES – PARKING AREAS, DRIVEWAYS OR WALKWAYS:

Site Plan or Sketches of Site Description of Materials Photographs of Site and Area

SITE CHANGES – FENCE, WALL OR MECHANICAL SYSTEM

Site Plan or Sketches of Site Architectural Elevations or Sketches Description of Materials Photographs of Site and Area

SITE CHANGES – SIGN:

Approved Sign Application Site Plan or Sketches of Site Description of Materials and Illumination
 Photographs of Site and Area

An application must be submitted no later than fourteen (14) consecutive calendar days prior to any 3rd Wednesday in the month to be considered at the regular meeting of the CHPC. A decision of the CHPC will be made within forty-five (45) days from the date of the regular meeting at which the application is considered.

An approved Application 1) becomes null and void if authorized work or construction is not commenced within six (6) months of its approval. The CP shall be applicable for a period of twenty-four (24) months from date of approval. An incomplete Application will not be forwarded to the CHPC for its consideration.

In consideration of the CHPC and the City of Cordele's review of this Application, the Applicant hereby agrees to hold the CHPC and the City of Cordele, its agents and employees harmless against and all claims, damages, and liabilities arising from or related to this Application or any issuance of a CP hereunder.

Signature of Applicant _____ Date _____

CERTIFICATE for PRESERVATION

After consideration of this application and review of the attachments, the CHPC finds the proposed changes to this property to be (appropriate) (inappropriate) to maintain the aesthetic, historic, and architectural significance of the _____
Local Historic District, Cordele, Georgia. The CHPC recommends the following modifications to the proposed project _____

CORDELE HISTORIC PRESERVATION COMMISSION Action: (APPROVED) (MODIFIED) (DENIED)

_____ Date _____ Secretary, CHPC _____ Date _____
Chair, CHPC

DECISION OF CHPC appealed to City Commission: (.) Yes.(.) No Final Disposition _____

Note: Any appeal must be made to the Cordele City Commission within sixty (60) days after the action of the CHPC.

CC: Codes Department, City of Cordele