



City of Salisbury  
Planning and Neighborhoods  
132 N. Main St.  
Salisbury, NC 28144  
Ph. 704-638-5311  
Em. preservation@salisburync.gov

# CERTIFICATE OF APPROPRIATENESS

SHADED AREAS FOR STAFF USE ONLY

## CONTACT INFORMATION

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Agent/Applicant (if different): \_\_\_\_\_ Phone: \_\_\_\_\_

Company/Address: \_\_\_\_\_ Email: \_\_\_\_\_

## PROPERTY & PROJECT INFORMATION

District:  Brooklyn-South Square  Ellis Street  North Main  West Square  Downtown  Landmark

Address: \_\_\_\_\_ Rowan County Parcel ID: \_\_\_\_\_

Description of Work: \_\_\_\_\_

\_\_\_\_\_

*Please submit additional details, photographs, and plans as required separately, as described in the project checklist.*

## SIGNATURE

- I have completed the project checklist at the back of this form
- I am familiar with the Local Historic Design Standards and have reviewed my project with the Standards  
(salisburync.gov/preservation)
- I am aware that Historic Preservation Commission staff may photograph and inspect the work at reasonable times solely in performance of their duties.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

FILING DATE:

CASE NUMBER:

STAFF NOTES: \_\_\_\_\_

\_\_\_\_\_

APPROVED BY:

APPROVAL DATE:

**PROJECT CHECKLIST**

**TYPE OF PROJECT**

**REQUIRED SUPPORTING MATERIALS**

<input type="checkbox"/> Windows and Exterior Doors	<input type="checkbox"/> Photos of existing conditions <input type="checkbox"/> Sample of proposed replacement or materials
<input type="checkbox"/> Wall cladding, siding, and masonry	<input type="checkbox"/> Photos of existing conditions <input type="checkbox"/> Sample of proposed replacement or materials
<input type="checkbox"/> Roofing	<input type="checkbox"/> Photos of existing roof <input type="checkbox"/> Sample of proposed material
<input type="checkbox"/> Painting and Staining	<input type="checkbox"/> Photos of existing conditions <input type="checkbox"/> Proposed color samples, color chips
<input type="checkbox"/> Fencing	<input type="checkbox"/> Photos of existing conditions <input type="checkbox"/> Drawings or photos of proposed fencing <input type="checkbox"/> Site plan for fencing location <input type="checkbox"/> Material specification
<input type="checkbox"/> Signage	<input type="checkbox"/> Dimensional drawing <input type="checkbox"/> Photos of existing conditions <input type="checkbox"/> Material specification
<input type="checkbox"/> Lighting	<input type="checkbox"/> Fixture specification <input type="checkbox"/> Photos of existing conditions
<input type="checkbox"/> Walkways, Driveways, Parking Areas, and other Paved Areas	<input type="checkbox"/> Site plan <input type="checkbox"/> Material Specifications <input type="checkbox"/> Photos of existing conditions
<input type="checkbox"/> Porches, Patios, Decks, Exterior Stairs, Railings, and Columns	<input type="checkbox"/> Site Plan <input type="checkbox"/> Elevation Plan <input type="checkbox"/> Material Specifications <input type="checkbox"/> Photos of existing conditions
<input type="checkbox"/> Gutters and Downspouts	<input type="checkbox"/> Material Specifications <input type="checkbox"/> Photos of existing conditions
<input type="checkbox"/> Tree removal	<input type="checkbox"/> Certified Arborist Report <input type="checkbox"/> Photos of existing conditions <input type="checkbox"/> Details on replacement trees or landscaping
<input type="checkbox"/> Retaining wall	<input type="checkbox"/> Site Plan <input type="checkbox"/> Elevation Plan <input type="checkbox"/> Material Specifications <input type="checkbox"/> Photos of existing conditions
<input type="checkbox"/> Utilities, HVAC	<input type="checkbox"/> Site Plan <input type="checkbox"/> Unit specification
<input type="checkbox"/> Demolition and Structure Removal	<input type="checkbox"/> Site Plan <input type="checkbox"/> Photos of existing conditions
<input type="checkbox"/> New Construction, Additions, Structure Installation	<input type="checkbox"/> Site Plan <input type="checkbox"/> Elevation Plan <input type="checkbox"/> Material Specifications <input type="checkbox"/> Photos of Existing Conditions