



The Town of Nolensville
 PO Box 547, Nolensville, TN 37135
 (615)776-3633 (615)776-3634 fax

Application For: Certificate of Appropriateness Historic Zoning Commission

Applicant Name: _____ Phone: _____ Cell: _____

Business Name: _____

Owner's Name (if different from applicant): _____

Mailing Address of Applicant/Owner: _____

Location of Property: _____ Zoning: _____

Map/Parcel Number (if available): _____ Current Use: _____

Description of Proposed Use and Work: _____

(If additional space is required, please use the back of this application.)

It is warranted in good faith that the statements above and on attached part(s) are true and correct. I understand that if this application is approved, it becomes part of the Certificate of Appropriateness and that I have received approval only for the work specified herein, subject to any conditions or modification imposed by the Commission.

I understand that a Certificate of Appropriateness is a pre-requisite to obtaining a Building Permit, and NO WORK may begin until a BUILDING PERMIT IS OBTAINED.

 Signature of Applicant

 Date

Staff Use Only:

Date of Next Commission Meeting: _____

APPLICANT INFORMATION

Attached you will find copies of the zoning ordinance that outlines the guidelines for application and approval of the Certificate of Appropriateness for the Historic District.

You will need to submit the following information:

_____ Completed application for Certificate of Appropriateness.

_____ Building Plans: 1 copy of plans and exterior elevations drawn to scale, adequately showing the design intent and the architectural character of the proposed building, alteration or other change or development. Materials, textures, colors and other characteristics of the appearance of the proposed construction shall be indicated.

_____ Site Plan: 1 copy of a site plan, drawn at a scale adequate to show clearly the shape and dimensions of the site; the locations of existing and proposed buildings or other structures and their proposed uses; the location and characteristics of existing and proposed landscaping and any substantial changes in existing topography; the properties and existing buildings thereon.

_____ Other Documentation: Other documentation to supplement that shown on the building plans and site plan, such as photographs, detailed drawings of significant decorative elements, and samples of exterior materials and colors, as applicable or necessary to provide full information.

NOTE: *The Chairperson of the Historic District Commission may waive any of the items of documentation that he/she believes unnecessary OR may require such additional items of documentation as he/she deems reasonable necessary to enable the Commission to reach an informed decision.*

For Staff Use Only: Commission Review Status

Application Received: _____ Received By: _____
(Date) (Staff Name)

Application has been deemed complete as of: _____
(Date)

Newspaper Notification: _____ Property Owners Notified: _____
(Date) (Date)

Property Sign Posted: _____ Date of Hearing: _____
(Date) (Date)

Application Approved by Historic Commission: _____ With Conditions: YES NO
(see conditions attached)

Application NOT Approved by Historic Commission: _____ (see reasons attached)

(rev. 05/21/09)