

City of St. Joseph

1100 FREDERICK AVENUE, Room 107
Planning & C. D. Department
Planning & Zoning Division

ST. JOSEPH, MISSOURI 64501-2346
Telephone (816) 271-4773
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APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS from the Downtown Review Board

The applicant agrees that this submittal represents a true and accurate representation of the work that is proposed, and that all work proposed is fully and completely described herein, and that they will perform all work in accordance with the proposed plans, descriptions, and the Certificate of Appropriateness. The applicant further understands that major changes or additions should not be made without the approval of the Downtown Review Committee.

Name of applicant _____ Date _____

Mailing address _____

Telephone No. _____ (Home) _____ (Work)

Property address _____

Legal description _____

Is the building listed as a National Landmark or located within a National Historic District? Yes No

Will the project be reviewed by another local, State or Federal agency? Yes No
(If you answered yes above, please include an explanation of the review process and reasons for the agency review, i.e., use of federal money, historic tax credit project.)

REQUIRED APPLICATION MATERIALS:

- Address and legal description of the property
- Description of proposed alterations.
- Dimensions of the area of work, or in the case of a sign, the sign dimensions, and the dimensions of the wall on which the work will occur.
- Building elevations (As needed to represent the request.)
- Materials to be used
- Photographs of the existing site/building
- Grading plan (new construction only)
- Landscape plan (if applicable)
- Details of building/landscape elements within the scope of work to be performed
- Structural analysis performed by a qualified individual or firm (Demolition only)

