



City of Covington

P.O. Box 778  
Covington, LA 70434  
985-892-1873 Fax 985-867-1205

26-3/3/08

## Certificate of Appropriateness Application (pg. 1)

**The following application for a Certificate of Appropriateness...** must be completed and submitted, along with the material indicated below, to the Covington Historic District Commission through the Economic Development Office located in the Covington Trailhead, 419 N. New Hampshire St., by the **deadline date** to the next regular meeting of the Commission. Meetings are currently scheduled for the first Tuesday of each month.

**The completed application packet must be accompanied by the following—**

1. Photographs of the front, side and rear elevations of the building, if a structure exists on the site.
2. Sketches of the proposed work, a site plan drawn to scale and, where applicable, a full set of plans and specifications indicating the proposed appearance of, and materials to be applied to, the exterior of the building.
3. A narrative describing the proposed work to be done.
4. A color rendering showing the facades of the proposed building and indicating materials to be applied to the exterior of the building. Additionally, the Commission requires that the color rendering illustrating the front facade of the proposed building also show the facades of adjacent buildings.

**Note:** If the application packet is not complete it will be returned to you. An original, complete application packet and seven (7) colored copies of the entire packet must be submitted by the deadline date.

**Note:** If Fire Marshall approval or any other circumstance requires any alteration of the exterior of your building after it has been submitted for COA processing, a new application must be made and all materials resubmitted to the Covington Historic District Commission.

**The applicant or a representative must be present at the meeting reviewing this application.**



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**Certificate of Appropriateness Application (pg. 2)**

Date \_\_\_/\_\_\_/\_\_\_ We hereby make application for a **Certificate of Appropriateness (COA)** for work to be done on the following property located in the Historic District of the City of Covington, LA (please attach map).

Applicant \_\_\_\_\_ Property owner \_\_\_\_\_

Applicant's mailing address \_\_\_\_\_

Phone # \_\_\_\_\_ Fax.# \_\_\_\_\_

Municipal address of application property: \_\_\_\_\_

Lot(s)# \_\_\_\_\_ Square # \_\_\_\_\_ In Division \_\_\_\_\_

Name of existing structure if any \_\_\_\_\_

Date existing structure was built \_\_\_/\_\_\_/\_\_\_

Exterior material of existing structure (brick, wood, stucco etc.) \_\_\_\_\_

Brief description of existing structure's historical significance (architectural style, Site of historic event, etc.) \_\_\_\_\_

Property dimensions \_\_\_\_\_ Nature of work (new construction, material alteration, demolition) \_\_\_\_\_

Preliminary action of the Commission \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Final action of the Commission \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_