



Application for Certificate of Appropriateness or Waiver of Certificate

Please include all of the following information with your application. Insufficient application materials will result in a delay in processing your application. If you have any questions regarding application requirements or standards for properties listed on the Wenatchee Register of Historic Places or located within the Grandview Historic District, please call the Historic Preservation Office at (509) 888-3200.

Property Information

Building/Property Name (if applicable):

Building/Property Address:

Property Owner's Name(s):

Mailing Address:

Contact No.:

E-mail Address:

Applicant Name (if different from owner):

Mailing Address:

Contact No.:

E-mail Address:

Type of Work for Requested Certificate of Appropriateness or Waiver (select all that apply):

Exterior remodeling

Interior remodeling

Change of use

New construction

Demolition

Relocation

Signs/awning/lighting

Estimated cost of proposed work:

Application Requirement Checklist

A project narrative and description. Attach a detailed and typewritten description of the activity or activities you are proposing. List all exterior and/or interior features to be removed, replaced or added, and explain changes. Include the quantities, dimensions, and location of elements such as signs and lighting. Describe how all work is to be completed.

Construction drawings for building additions, new buildings, or new elements to the building (i.e. deck, porch).

Site plan/location map and scaled elevation drawings (for any additions or new construction).

Photographs of existing conditions.

Paint samples, finish samples, or product information as applicable.

I hereby certify that I am the owner of the property or that the proposed work is authorized by the owner of record and I have been authorized by the owner to make this application as his/her authorized agent.

Dependent on the work being proposed, the certificate may be approved by staff within 14 days; however, some will require review and approval from the Historic Preservation Board. If the application is required to be reviewed by the board I understand that a public hearing notice will be published and sent to surrounding property owners and that the property will be posted as well. The Historic Preservation Board meets on the first Wednesday of every month at Wenatchee City Hall, located at 129 S. Chelan Avenue at 5:30 pm. The completed application must be submitted no longer than the 15th day of the month to be placed on the agenda for the next meeting. Once a Certificate of Appropriateness is obtained, it may be necessary to apply for a building permit.

Signature of Owner or Authorized Agent:

Date: