



Application for Certificate of Appropriateness

Landmarks Commission, Village of McFarland, WI

<p><i>Per Sec. 62-395 (b) (1), no person in charge of a historic structure, historic site or structure within a Historic District shall reconstruct or alter any part of the exterior of such structure or construct any improvement upon such designated historic site or improvement parcel within an Historic District or cause or permit any such work to be performed upon such property unless a certificate of appropriateness has been granted by the Landmarks Commission.</i></p>

1) **Name of Applicant** _____
 Address _____

 Phone _____

 Email _____

2) **Address of Property** _____
 Parcel No. _____

Present use of property _____
Zoning classification _____
Owner’s name/address _____
(if other than shown in #1) _____

1) Work/request proposed on the above property:

Each application must be accompanied by details of improvements proposed thereon and the requested change or addition. Such information may include photos of the proposed structure, site plan for building additions, and specific manufacture details regarding proposed structural materials to be used as part of the project (e.g. brand, material type, material color, etc.).An

approved Certificate of Appropriateness is not a building permit; a separate permit must be applied for with required fees paid, after approval of the Certificate of Appropriateness.

2) Who will be doing the proposed work in respect to this property?

Owner Contactor If "Contractor" state name and contact information of the contractor (s):

Name: _____

Address: _____

Phone number: _____

Email: _____

3) Do you grant permission for the Landmarks Commission and staff, either individually or as a group, to enter onto the subject property for an exterior site inspection?

Yes No

Sec. 62-395. - Landmarks Commission powers and duties.

(3) Upon receiving an application, the Landmarks Commission shall determine whether or not:

a. The proposed work would destroy, detrimentally change or adversely affect any existing exterior architectural feature of the improvement upon which said work is to be done; and

b. The exterior of any proposed new improvement would fail to harmonize with the external appearance of other neighboring improvements on such site; or

c. As to any property in a designated Historic District, construction, reconstruction or exterior alteration fails to conform to the objectives and design criteria of the historic preservation plan for said district as duly adopted by the Village Board.

The Landmarks Commission shall review the application within 45 days of the filing of a complete application. A decision by the Landmarks Commission to deny a Certificate of Appropriateness may be appealed to the Village Board. The appeal shall be initiated by filing a petition, specifying the grounds therefor, with the Village Clerk-Treasurer within ten days of the date of the decision of the Landmarks Commission is made.

I hereby swear that all of the above statements and the statements contained in any papers or plans submitted herewith are true to the best of my knowledge and belief.

Signature of Applicant (s)

Date

<i>Office Use Only</i>	
Received By	
Date Received	
Meeting Date	
Approved or denied on	