

CERTIFICATE OF APPROPRIATENESS

Application

Historic Property Name or District (if known): _____

Address of Property: _____

Project Applicant			
Name			
Mailing Address	City	State	ZIP Code
Email Address		Phone Number	
Applicant, Agent or Contractor (Complete this information if different than owner)			
Name			
Mailing Address	City	State	ZIP Code
Email Address		Phone Number	
Certification			
I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this special use permit application.			
Name of Property Owner (please print):			
Signature of Owner/Authorized Representative		Date Signed	

Description of proposed project – please describe all proposed work, including materials, design and dimensions. Additional pages may be attached, as needed:

PROJECT APPLICANT SIGNATURE _____

Please note the types of documentation which should be submitted for each project.

Project Type	Required Documentation
❖ Additions	❖ Site Plan
❖ Exterior Alterations,	❖ Building Elevations (Existing and Proposed)
❖ Demolitions and Partial Demolition	❖ Site Plan Showing the Area to be Razed
❖ All Projects	❖ All Projects
❖ When introducing materials which do not replicate the original	❖ Photographs (Digital preferred)
❖ When introducing new architectural details or architectural details which do not replicate the original	❖ Material Samples
❖ When introducing new architectural details or architectural details which do not duplicate the original	❖ Pictures or Drawings and Material Samples

Application Submittal

- ❑ Certificate of Appropriateness applications may be submitted in person at the City of Fond du Lac Community Development office located on the 4th floor of the City-County Government Center or via postal delivery service.

Mailing address: City of Fond du Lac – Community Development Department
160 S Macy Street
PO Box 150
Fond du Lac, WI 54936-0150

- ❑ The electronic submittal of an application is acceptable. Electronic applications should be submitted to: dbenson@fdl.wi.gov

Historic Preservation Commission Meeting

The Historic Preservation Commission meetings are held at 6:00 p.m. in Meeting Room D of the City-County Government Center, 160 S Macy Street. Meeting dates are listed in the Historic Preservation Commission timetable. The project applicant or a representative must attend the meeting to present the Certificate of Appropriateness application to the commission.

FOR INFORMATION OR ASSISTANCE CONTACT THE COMMUNITY DEVELOPMENT DEPARTMENT: (920) 322-3440

HISTORIC PRESERVATION COMMISSION TIMETABLE 2022

(3rd Wednesday of the Month)

Notices Mailed To Property Owners (for Designations only) by City Clerk (Monday)	HPC Meeting 6:00 pm – Wednesday Meeting Room D
Jan 10, 2022	Jan 19, 2022
Feb 7, 2022	Feb 16, 2022
Mar 7, 2022	Mar 16, 2022
April 11, 2022	April 20, 2022
May 9, 2022	May 18, 2022
June 6, 2022	June 15, 2022
July 11, 2022	July 20, 2022
Aug 8, 2022	Aug 17, 2022
Sep 12, 2022	Sep 21, 2022
Oct 10, 2022	Oct 19, 2022
Nov 7, 2022	Nov 16, 2022
No December Meeting	