

**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS  
TOLEDO'S HISTORIC DISTRICT COMMISSIONS**

Toledo-Lucas County Plan Commissions, One Government Center, Suite 1620, Toledo, OH 43604 419-245-1200

*For Office Use Only*

Date Received: \_\_\_\_\_ Application No. \_\_\_\_\_

Historic District:  Vistula  Old West End  City \_\_\_\_\_

Administrative Approval:  Yes  No Signed \_\_\_\_\_

Historic Commission Review Date: \_\_\_\_\_ Decision Date: \_\_\_\_\_

Certificate of Appropriateness Expires One Year from Date of Approval on \_\_\_\_\_

Approved  Denied  Deferred Details: \_\_\_\_\_

.....

Appealed:  Yes \$75  No If Yes, Date of Submission: \_\_\_\_\_

Hearing Date: \_\_\_\_\_ Appeal Decision:  Affirmed  Overturned

Decision Date: \_\_\_\_\_ Details: \_\_\_\_\_

.....

Certificate Issued on: \_\_\_\_\_ Signed: \_\_\_\_\_

*To Be Completed by Applicant*

Property Address: \_\_\_\_\_

Current Use: Residential Commercial Institutional Industrial Vacant

Property Owner: \_\_\_\_\_ Address, City, Zip \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor or Agent: \_\_\_\_\_ Address, City, Zip \_\_\_\_\_ Phone: \_\_\_\_\_

Proposed Work:  New Construction  Demolition  Addition  Repair  
 Excavation  Replacement  Other \_\_\_\_\_

Work Type:  Storefront  Masonry  Roofing  Windows  Mechanical  
 Landscaping  Signage  Lighting  Fencing  Doors  
 Gutters  Deck/Balcony  Tuck Pointing  Other \_\_\_\_\_

Documents Submitted:  Photographs  Site Plan  Material/Samples  
 Architectural Plans/Drawings  Product Info  Concept Plan  Cost Estimates  
 Renderings  Other \_\_\_\_\_

Description of Proposed Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Owner \_\_\_\_\_ Signature of Contractor or Agent \_\_\_\_\_

Signature acknowledges you understand that any deviation from the proposed changes approved as part of this application is PROHIBITED. Any deviation requires approval prior to starting the work. No work will be approved retroactively, and such work will result in the applicant being issued a stop work order by the City of Toledo. Anyone who fails to comply with this procedure will be subject to penalties as defined in *Toledo Municipal Code 1105.99, a minor misdemeanor*. Subsequent violations involving the same property and violator within a two-year period shall be subject to additional penalties, including a *fourth degree misdemeanor*.