

# APPLICATION FOR CERTIFICATE OF APPROPRIATENESS FOR THE CITY OF PASCO REGISTER OF HISTORIC PLACES



Date Received \_\_\_\_\_  
Amount Due \_\_\_\_\_  
Fee Paid \_\_\_\_\_  
Master File # \_\_\_\_\_  
Hearing Date \_\_\_\_\_

**CITY OF PASCO**  
**HISTORIC PRESERVATION COMMISSION**  
**CITY HALL, SECOND FLOOR**  
**525 N 3<sup>RD</sup> AVE**  
**PASCO, WA 99301**  
**(509) 545-3441**  
**Fax (509) 545-3499**  
[adamsj@ci.pasco.wa.us](mailto:adamsj@ci.pasco.wa.us)

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

Applicant/Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**IMPORTANT: PLEASE READ THE GENERAL INFORMATION BOOKLET CAREFULLY BEFORE  
COMPLETING THE APPLICATION FORM.**

**A Certificate of Appropriateness is requested for:**

- ☐ Exterior remodeling or change of color
- ☐ New construction (an addition or a new building)
- ☐ Sign(s)
- ☐ Demolition
- ☐ Preliminary Review
- ☐ Change of use

**Estimated cost of proposed work:**

\$ \_\_\_\_\_

**You may be required to provide:**

- ☐ Scale drawings (plans, elevations, sections, details)
- ☐ Photographs, slides

☐ Finish samples

**Please describe proposed work in the space below (or attach a description):**

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**Will you be removing or covering any original architectural features? If so, please specify (i.e. soffit, brackets, trim, windows, etc.)**

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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.

Many certificates can be approved by staff within a few working days, however, some are referred to the Historic Preservation Commission for review. If the application is referred to the Commission, I understand that a public hearing notice will be published. The Commission meets the Second Wednesday of every month in the Council Chambers, City Hall, 525 N 3<sup>rd</sup> Avenue, at 7:00 pm. The completed application must be submitted no later than fourteen days prior to the scheduled meeting. Once a Certificate of Appropriateness is obtained, it may be necessary to apply for a building or zoning permit.

\_\_\_\_\_  
Signature of Owner or Authorized Agent

\_\_\_\_\_  
**FOR OFFICE USE ONLY**

The Historic Preservation Officer and/or the Historic Preservation Commission have reviewed the Certificate of Appropriateness and recommend, in conformance with PMC 27.080.020(5) of the City of Pasco:

- ☐ Preliminary Approval of Certificate of Appropriateness  
☐ Final Approval of Certificate of Appropriateness  
☐ Denial of Certificate of Appropriateness

\_\_\_\_\_  
Historic Preservation Officer

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Chair, Historic Preservation Commission