



Certificate of Appropriateness Application

Historic Landmarks Commission
1500 Chapline Street Room 308
Wheeling, WV 26003
304-234-3701

APPLICANT INFORMATION

Name: _____

Address: _____

Phone: _____ email: _____

PROJECT CLASSIFICATION

- New Construction
- Exterior Alteration
- Restoration
- Structure Relocation
- Structure Demolition
- Paint (attach sample)

Project Overview: _____

REQUIRED SUBMISSIONS

- Application for Certificate of Zoning Compliance
 - Application for Certificate of Appropriateness
 - Letter to Commission describing project
 - Legal description of property
 - Scaled elevation and/or suitable 8" x 10" photograph of the building facades which are visible from a public way
 - Rendering or other visual representation of proposed changes (see attached example)
 - Specification of materials, colors and construction techniques
 - Other information as may be reasonable deemed necessary by the Commission to enable a determination on the application.
 - \$15 fee payable to City of Wheeling
 - Submitted at least 2 weeks prior to monthly meeting (1st Thursday of the month)
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Owner's Signature: _____

Date: _____