



**CITY OF COHOES  
BUILDING & PLANNING**

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Cohoes, NY 12047  
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**Certificate of  
Appropriateness  
(COA) Application**

Date: \_\_\_\_\_

All owners of property located within **Historic Districts in Cohoes** must obtain a COA if they plan any exterior work on structures on their property or other changes to their property visible from a public street or way. This includes changes in the appearance of the property such as exterior painting, signs, awnings, lighting, fences, steps, sidewalks, parking lots, doors and windows, or other exterior elements.

JOB SITE ADDRESS: \_\_\_\_\_

PERMIT APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

GENERAL CONTRACTOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ARCHITECT OR ENGINEER OF RECORD: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**CHECK ALL TYPES OF WORK THAT APPLY TO THIS APPLICATION.**

- \* Minor or routine repair or maintenance not involving or resulting in a change in the existing structural composition or architectural design or character of the building including: materials, texture or colors.
- \* Painting
- Add to or remove from existing building
- \* Restore/rehabilitate existing building
- \* Erect a new building
- Add or remove an awning
- \* Construct handicap access or fire escape
- Add or remove exterior lighting
- \* Change exterior material or finish
- Remove live tree
- \* Add or replace windows or doors
- Change site grade
- Other
- Historic Tax Exemption
- Re-roof with a new color or material
- Addition of driveway or parking lot
- \* Add or remove a fence or wall
- Move a building onto or off of a site
- Alter major landscaping
- \* Rehabilitate outbuilding
- Alter city sidewalk, grass, and/or curb
- \* Add or remove steps, porch, or railing
- Add a sign or signs (additional permit required)
- Add walks
- Building demolition (separate permit required)

Provide a written detailed description for each type of work on page two of this Application. Add additional pages as needed.

Please refer to the **Guidelines for HPARB Certificate of Appropriateness Applications booklet** for additional information you must include with this Application.

\* May require selecting a color from the City's **historic paint color palette which can be accessed here.**



**Rules and Acknowledgments**

I warrant as applicant that the statements above and on attached page(s) are true and correct. I understand that if this Application is approved, I have received approval only for the work specified in this Application, subject to any conditions or modifications imposed by the Historic Preservation and Architectural Review Board or by Code Enforcement. I also acknowledge that a Certificate of Appropriateness is a pre-requisite to obtaining a building permit and no work may begin until the appropriate permit is obtained.

**SIGNATURE OF APPLICANT** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**SIGNATURE OF PROPERTY OWNER** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**SIGNATURE OF CONTRACTOR** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Historic Preservation and Architectural Review Board Use Only**

Date Application received by Historic Preservation and Architectural Review Board: \_\_\_\_\_

Received by: \_\_\_\_\_

Date Application will be reviewed by Historic Preservation and Architectural Review Board: \_\_\_\_\_

Action taken by Historic Preservation and Architectural Review Board:

The Application is:

- Approved
- Approved with conditions
- Tabled pending additional information
- Denied

Comments and/or Conditions:

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**Chair, Historic Preservation and Architectural Review Board**

**Date:**