

**TALLADEGA HISTORIC PRESERVATION COMMISSION  
P.O. Box 498, Talladega, AL 35161  
256-362-8186, Fax 256-362-2999**

**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**

**INSTRUCTIONS**

Within the Talladega historic districts, all proposals for paint color changes, repairs (see exceptions), alterations, additions and demolition of or to existing buildings, new construction, major landscape changes or sign changes must be submitted to the Talladega Historic Preservation Commission (THPC) in the form of a Certificate of Appropriateness (COA) before the City of Talladega issues a building permit.

Exceptions which do not require a COA are normal replacement and repair, including: repainting with existing colors, roof and structural repair, and replacement with the same materials and colors.

COAs should be delivered to Talladega City Hall or mailed to THPC, P.O. Box 498, Talladega, AL 35161. COAs must be received seven days prior to the monthly THPC meeting, the first Thursday at 5:30 P.M. at City Hall, to be considered at that meeting. A COA for emergency conditions, as determined by a city building inspector, will be considered at any time.

Reference materials for repair and renovation are available through the Talladega City Hall and the Talladega City website.

Changes not covered in the COA may require removal or corrective action at the applicant's expense.

The following information is needed for the THPC to make informed decisions.

**SPECIFIC REQUIREMENTS FOR APPLICATIONS**

**I. New construction, alteration or renovation**

- A. An architectural rendering and/or scale drawing of all exterior profiles and elevation involved is needed. A picture or copy of a like building, store, or architectural feature may also be included.
- B. Include a complete list of all building materials to be used on the exterior.
- C. Include photographs of the existing structure or area affected.

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D. List affected architectural details, as appropriate.

**II. Painting**

- A. Paint colors should be appropriate to the architectural style of the building and this area of the country.
- B. Include a paint swatch or card for each color.
- C. Painting of unpainted brick requires a COA.

**III. Landscape changes**

- A. These include, but are not limited to, fences, driveways, swimming pools, walls, walkways, and removal of established trees.
- B. Describe work to be done.
- C. List materials.
- D. Include a scale drawing of work, including the site and existing buildings.
- E. Provide a photograph of affected area.

**IV. Signs (refer to City of Talladega Ordinance No. 1742 – Section 4.04)**

**V. Demolition**

- A. A current photograph of the structure is necessary.
- B. State the proposed new use for the site.
- C. COA procedure must be followed for a new structure.

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Building Address: \_\_\_\_\_

Historic District: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

    Address: \_\_\_\_\_

    Phone: \_\_\_\_\_

Architect/Engineer: \_\_\_\_\_

    Address: \_\_\_\_\_

    Phone: \_\_\_\_\_

Contractor: \_\_\_\_\_

    Address: \_\_\_\_\_

    Phone: \_\_\_\_\_

**Description of work (attach drawings, photographs, swatches, etc. as appropriate)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I hereby acknowledge that I have read this application and state that the above is correct, and agree to comply with city ordinances regulating building, sign and demolition permits.

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