

Historic Preservation Studio
Office of Design
55 Trinity Avenue S.W., Suite 3350
Atlanta, Georgia 30303 (404) 330-6145



Department of
CITY PLANNING

Application #: _____
Date Accepted: _____

Application for Type IV Certificates of Appropriateness

Applicant's Name _____

Applicant's Address _____

City _____ State _____ Zip _____

Phone # _____ E-Mail _____

DESCRIPTION OF PROPERTY:

Property Address _____

Zoning Category _____ Beltline? _____ In SPI / MR / MRC / NC? _____

Is Inclusionary Zoning applicable to this project? Yes No

*Note: IZ is applicable to all new or conversion multifamily residential rental projects with ten (10) or more units in either the Beltline Overlay District or four Westside Neighborhoods (English Avenue, Vine City, Ashview Heights, or AUC). For these projects, applicant must complete and submit the supplemental Inclusionary Zoning Certification form.

DESCRIPTION OF PROJECT:

Describe clearly and in detail all proposed construction, alterations, repairs and other changes to the exterior appearance or site. The Office of Design Staff will use this description to determine the appropriate application type. Additional pages may be used if more space is needed, but "See Attached" will not be accepted

The Office of Design Accepts Applications
Monday through Friday from 8:30 Am to 3:00 PM
Incomplete applications will NOT be accepted.

Application Checklist

Required Submission Materials: (*Incomplete applications will NOT be accepted*). All submitted materials are retained by the Office of Design and not returned to the applicant.

- Demolition Due to a threat to Public Health and Safety:
 - Complete responses to all questions listed on the ADDENDUM -TYPE IV CERTIFICATE OF APPROPRIATENESS THREAT TO PUBLIC HEALTH AND SAFETY found in this packet.

- Demolition Due to a threat to an Unreasonable Economic Return:
 - Complete responses to all questions listed on the ADDENDUM -TYPE IV CERTIFICATE OF APPROPRIATENESS UNREASONABLE ECONOMIC RETURN found in this packet.
 - A court reporter to transcribe the AUDC discussions on your application
 - A nominee to serve on the Economic Review Panel to be created by the AUDC to review the documents provided for consideration.

While it is not required and will not affect the outcome of your review, the Office of Design Staff strongly recommends that you contact your neighborhood association for their input on your project before submitting for a review.

I HEREBY AUTHORIZE THE OFFICE OF DESIGN STAFF AND MEMBERS OF THE ATLANTA URBAN DESIGN COMMISSION TO INSPECT THE PREMISES OF THE ABOVE DESCRIBED PROPERTY. I HEREBY DEPOSE AND SAY THAT ALL STATEMENTS HEREIN AND ATTACHED STATEMENTS SUBMITTED ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

APPLICANT OR AGENT

for, DOUG YOUNG, EXECUTIVE DIRECTOR

Authorization by Property Owner

(Required only if the applicant is not the owner of the property subject to the proposed application.)

(Please Print Clearly)

I, _____ (OWNER'S NAME) SWEAR AND AFFIRM THAT I AM THE OWNER OF THE PROPERTY AT _____ (PROPERTY ADDRESS). AS SHOWN IN THE RECORDS OF _____ COUNTY, GEORGIA, WHICH IS THE SUBJECT MATTER OF THE ATTACHED APPLICATION. I AUTHORIZE THE PERSON NAMED BELOW TO FILE THIS APPLICATION AS MY AGENT.

NAME OF APPLICANT:

LAST NAME _____ FIRST NAME _____

ADDRESS _____ SUITE _____

CITY _____ STATE _____ ZIP CODE _____

OWNER'S TELEPHONE NUMBER: _____

SIGNATURE OF OWNER

PRINT NAME OF OWNER

PERSONALLY APPEARED BEFORE ME THE ABOVE NAMES, WHO SWEARS THAT THE INFORMATION CONTAINED IN THIS AUTHORIZATION IS TRUE AND CORRECT TO THE BEST KNOWLEDGE AND BELIEF.

NOTARY PUBLIC

DATE

**ADDENDUM -
TYPE IV CERTIFICATE OF APPROPRIATENESS
THREAT TO PUBLIC HEALTH AND SAFETY**

Directions: Complete responses must be provided for ALL questions. Incomplete applications will not be accepted. Please attach information and reference attachments for the appropriate question.

Threats to public health and safety: To prove the existence of a threat to public health and safety, the applicant must establish, and the commission must find, the following:

1. Demonstrate through independent analysis and supporting information that a major and imminent threat to public safety exists.
2. Present all reasonable alternatives for rectifying the threat and analysis of all such alternatives.
3. Demonstrate that the costs associated with rectifying the threat would create a condition whereby the investments in the project are incapable of earning a reasonable economic return. This finding shall be made by considering, and the applicant shall submit to the commission evidence establishing, each of the following factors:
 - a. The applicant's knowledge of the landmark designation at the time of acquisition, or whether the property was designated subsequent to acquisition.
 - b. The current level of economic return on the property as considered in relation to the following:
 - i. The amount paid for the property, the date of purchase, and party from whom purchased, including a description of the relationship, if any, between the owner of record or applicant and the person from whom the property was purchased.
 - ii. The annual gross and net income, if any, from the property for the previous three (3) years; itemized operating and maintenance expenses for the previous three (3) years; and depreciation deduction and annual cash flow before and after debt service, if any, during the same period.
 - iii. Remaining balance on any mortgage or other financing secured by the property and annual debt service, if any, during the prior three (3) years.
4. Real estate taxes for the previous four (4) years and assessed value of the property according to the two (2) most recent assessed valuations.
5. All appraisals obtained within the previous two (2) years by the owner or applicant in connection with the purchase, financing or ownership of the property.
6. The fair market value of the property immediately prior to its designation and the fair market value of the property (in its protected status as a designated building or site) at the time the application is filed.
7. Form of ownership or operation of the property, whether sole proprietorship, for-profit or not-for-profit corporation, limited partnership, joint venture, or both.
8. Any state or federal tax returns on or relating to the property for the past two (2) years.
9. That the property if not marketable or able to be sold, considered in relation to any listing of the property for sale or rent, price asked, and offers received, if any, within the previous two (2) years. Including testimony and relevant documents regarding:
 - a. Any real estate broker or firm engaged to sell or lease the property. b) Reasonableness of the price or rent sought by the applicant.
 - b. Any advertisement placed for the sale or rent of the property.
10. The infeasibility of alternative uses that can earn a reasonable economic return for the property as considered in relation to the following:
 - a. A report for a licensed engineer or architect with experience in rehabilitation as to the structural soundness of any structures on the property and their suitability for rehabilitation.
 - b. Estimate of the cost of the proposed construction, alteration, demolition, or removal, and an estimate of any additional cost that would be incurred to comply with the recommendation and decision of the commission concerning the appropriateness of the proposed alterations.
 - c. Estimated market value of the property in the current condition; after completion of the proposed construction, alteration, demolition, or removal; and, in the case of a proposed demolition, after renovation of the existing property for continued use.
 - d. In the case of a proposed demolition, the testimony of an architect, developer, real estate consultant, appraiser, or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure on the property.
 - e. The infeasibility of new construction around, above, or below the existing protected building or site, and the infeasibility of a transfer or development rights, including an assessment of the monetary value that could be derived from such a transfer, pursuant to section 16-28.023 of the Code of Ordinances.
- (11) Economic incentives and/or funding available to the applicant through federal, state, city, or private programs
- (12) Provide photographs of the existing conditions of the building, both exterior and interior.

**ADDENDUM -
TYPE IV CERTIFICATE OF APPROPRIATENESS
UNREASONABLE ECONOMIC RETURN**

Directions: Complete responses must be provided for ALL questions. Incomplete applications will not be accepted. Please attach information and reference attachments for the appropriate question.

Unreasonable economic return: To prove the existence of a condition of unreasonable economic return, the applicant must establish, and the commission must find, the following, that the building or site is incapable of earning a reasonable economic return. This finding shall be made by considering, and the applicant shall submit to commission evidence establishing, each of following factors:

1. The applicant's knowledge of the landmark designation of the time of acquisition, or whether the property was designated subsequent to acquisition.
2. the current level of economic return on the property as considered in relation to the following:
 - a. The amount paid for the property, the date of purchase, and party from whom purchased, including a description of the relationship, if any, between the owner of record or applicant and the person from whom the property was purchased.
 - b. The annual gross and net income, if any, from the property for the previous three (3) years; itemized operating and maintenance expenses for the previous three (3) years; and depreciation deduction and annual cash flow before and after debt service, if any, during the same period.
 - c. Remaining balance on any mortgage or other financing secured by the property and annual debt service, if any, during the prior three (3) years.
 - d. Real estate taxes for the previous four (4) years and assessed value of the property according to the two most recent assessed valuations.
 - e. All appraisals obtained within the previous two (2) years by the owner or applicant in connection with the purchase, financing, or ownership of the property.
 - f. The fair market value of the property immediately prior to its designation and the fair market value of the property (in its protected status as designated building or site) at the time the application is file.
 - g. Form of ownership or operation of the property, whether sole proprietorship, for-profit or not-for-profit corporation, limited partnership, joint venture, or both.
 - h. Any state or federal income tax returns on or relating to the property for the past two (2) years.
3. That the property is not marketable or able to be sold, considered in relation to any listing of the property for sale or rent, price asked, and offers received, if any, within the previous two (2) years, including testimony and relevant documents regarding:
 - a. Any real estate broker or firm engaged to sell or lease the property. b) Reasonableness of the price or rent sought by the applicant.
 - b. Any advertisements placed for the sale or rent of the property.
4. The feasibility of alternative uses that can earn a reasonable economic return for the property as considered in relation to the following:
 - a. A report from a licensed engineer or architect with experience in rehabilitation as to the structural soundness of any structures on the property and their suitability for rehabilitation.
 - b. Estimate of the cost of the proposed construction, alteration, demolition, or removal, and an estimate of any additional cost that would be incurred to comply with the recommendation and decision of the commission concerning the appropriateness of proposed alterations.
 - c. Estimated market value of the property in the current condition; after completion of the proposed construction, alteration, demolition, or removal; and, in the case of a proposed demolition, after renovation of the existing property for continued use.
 - d. In the case of a proposed demolition, the testimony of an architect, developer, real estate consultant, appraiser, other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure on the property.
 - e. The infeasibility of new construction around, above or below the existing protected building or site, and the infeasibility of a transfer or development rights, including an assessment of the monetary value that could be derived from such a transfer, pursuant to section 16-28.023 of the Code of Ordinances.
5. Economic incentives and/or funding available to the applicant through federal, state, city, or private programs.
6. That the applicant has the present intent and the secured financial ability, demonstrated by documentary evidence and by those plans and materials which would otherwise be required in order to secure a foundation permit from the Bureau of Buildings, to replace the Landmark Building or Site with a replacement building, as the term "building" is defined in section 16-29.001 of the Code of Ordinances, which has a total square footage equal to the square footage of the footprint of the building or site proposed to be demolished or moved.
7. Provide photographs of the existing conditions of the building, both exterior and interior.

