



Application Number: \_\_\_\_\_

**APPLICATION FOR CERTIFICATE OF EXEMPTION**

Address of proposed work: \_\_\_\_\_ Map \_\_\_\_\_ Lot \_\_\_\_\_

Owner: \_\_\_\_\_ Cell Phone No. \_\_\_\_\_

Owner's Mailing Address: \_\_\_\_\_

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

Representative: \_\_\_\_\_ Phone No. \_\_\_\_\_

Representative's Mailing Address: \_\_\_\_\_

Representative's Email Address: \_\_\_\_\_

**Project Definition** (Check all that apply)

**Buildings:** New Building \_\_\_\_\_ Existing Building Alteration and/or addition \_\_\_\_\_

**Other:** Fence \_\_\_\_\_ Wall \_\_\_\_\_ Shed \_\_\_\_\_ Paving \_\_\_\_\_ Other \_\_\_\_\_

**Painting:** Painting of existing building, structure or sign \_\_\_\_\_

**Description of Proposed Project (Include all changes to existing structures, use separate sheet if necessary)**

\_\_\_\_\_  
\_\_\_\_\_

**Exemption Qualifications:** (Check all that apply)

\_\_\_\_\_ Project is not visible from a 'way' or 'public place' as defined (page 5) in the Old King's Highway Regional Historic District Commission, 'Bulletin' Section 3:04

\_\_\_\_\_ Project is as included in the Old King's Highway Regional Historic District Commission, 'Bulletin' Section 3:04

**Submissions:** Please see 'Submission Requirements for Various Types of Projects' and refer to 'Notes Regarding Submission Requirements for Various Types of Projects' included. Forms/Information attached - check all that apply:

COE \_\_\_\_\_ Shed Spec \_\_\_\_\_ Plot Plan \_\_\_\_\_ Elevation Drawings \_\_\_\_\_

Manufacturer Photos (brochure) \_\_\_\_\_ Existing Photos \_\_\_\_\_

Owner/Representative **Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

\*\*\*\*\*

**For Committee Use Only**

Committee Member Approval: \_\_\_\_\_

Approval Date:

**This approval is valid for one year from Committee approval date**



## Proposed Fence Criteria For qualification of submission of Certificate of Exemption (COE)

**MATERIAL** – Wood only

**SIZES** - No more than 4' tall

**COLORS/FINISHES** – Natural (unpainted), White, Light Gray or to match existing structure(s)

**STYLES** – Please circle the style of your proposed fence below

Split, half round

Round post & rail

Square Rail

Vertical picket

Vertical flat board w/cap rail 4-6" wide

For more detailed information, please refer to the  
Old King's Highway Regional Historic District Commission,  
'Bulletin'

**Please read packet before submitting application.**

**Submission Requirements for a Certificate of Exemption Application**

**Please complete and submit the attached application along with the following requirements:**

**1 hard copy of the following:**

- Completed & signed application form.
- Existing Photos of the property (standing back enough to show structure(s)/land)
- An additional photo or plot plan indicating the approximate area of proposed project
- Photo of proposed materials e.g. fence or shed

**Additional Requirements:**

- Check payable to the Town of Sandwich, *see fee schedule*