

**CITY OF MARTINSVILLE
HISTORIC DOWNTOWN DISTRICT
EXTERIOR PROPERTY MAINTENANCE PERMIT APPLICATION**

Application Date: _____

Name of Landowner: _____ . Phone No.: _____ .

Address: _____ .

Name of Applicant: _____ Phone No.: _____

Address of Applicant: _____

Address of Affected Property: _____ .

Per Section 7,D of the Historic Downtown District, Ordinance No. 2009-1626, amendment to the City of Martinsville Zoning Ordinance plan commission approval and a permit is required prior to beginning any of the following activities which include but are not limited to: masonry repair and tuck pointing, awnings, windows, doors, storefront, and signage. The following repairs, modifications, replacement or changes are proposed for the exterior of the above "affected property" (check all that apply) **(NOTE: this permit does not cover building construction, exterior reconstruction or exterior structural alteration in the Historic Downtown District, those activities require a building or remodeling permit and Plan Commission approval.**

Walls Windows Doors Signs Roof Masonry

Tuck Point Storefront Awnings

Provide below or attach on a separate sheet a detailed description of the proposed work and where possible attach drawings, exhibits, photos, specifications or other materials that will aid the Plan Commission in reviewing your application.

A FEE OF \$50 MUST BE SUBMITTED WITH THIS APPLICATION

Signature of Landowner: _____ Signature of Applicant: _____

FOR CITY USE ONLY

Plan Commisison Meeting Date: _____ Approved Denied

PERMIT NUMBER: _____