

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS FOR THE SPOKANE REGISTER OF HISTORIC PLACES

Please include *all* of the following information with your application. Insufficient application materials will result in a delay in processing of your application. Payment must be filed with the Certificate of Appropriateness. If you have any questions regarding application requirements or management standards for properties listed on the Spokane Register of Historic Places, please call the Historic Preservation Officer at 509.625.6300.

PART 1: PROPERTY INFORMATION

Building/Property Name _____

Building/Property Address _____

Property Owner's Name (printed) _____

Property Owner's Address _____ zip code _____

Property Owner's Phone _____

Email _____

PART 2: TYPE OF WORK FOR WHICH COA IS BEING REQUESTED Mark all that apply.

- ☐ Exterior remodeling
- ☐ Change of exterior color
- ☐ New construction (an addition or a new building)
- ☐ Roof Replacement: __like for like OR __new type (ie: cedar shake to composition)
- ☐ Demolition
- ☐ Window replacement
- ☐ Changes to an existing porch or new porch
- ☐ Other: please describe _____

Estimated cost of proposed work \$ _____

PART 3: APPLICATION CHECKLIST

You may be required to provide the following information.

- ☐ General overview of project, including quantities and dimensions of elements
- ☐ List of features to be removed, replaced or added
- ☐ Site plan/location map and scale elevations (for any additions or new construction)*
- ☐ Details of method(s) of attachment for signs, awnings and canopies*
- ☐ Color photographs of existing conditions. Please provide digitally.
- ☐ True color paint and/or finish samples (for change of exterior color)*

* if applicable



SPOKANE CITY-COUNTY HISTORIC PRESERVATION OFFICE

808 W. Spokane Falls Blvd.

Spokane, Washington 99201

Phone (509) 625-6300

Fax (509) 625-6013

Email: preservation@spokaneicty.org

www.historicspokane.org



PART 4: PROJECT NARRATIVE AND DESCRIPTION

Please use the space below to describe the project. Attach additional pages if necessary. All proposed changes must be included in this description. Please see APPLICATION CHECKLIST (previous page).

I hereby certify that I am the owner of the property or that the proposed work is authorized by the owner of record and I have been authorized by the owner to make this application as his/her authorized agent.

Many certificates can be approved by staff within a few working days; however, some are referred to the Landmarks Commission for review. If the application is referred to the Commission, I understand that a public hearing notice will be published. The Commission meets the third Wednesday of every month in the Briefing Center, City Hall, 808 W. Spokane Falls Blvd, at a time to be determined. The completed application must be submitted no later than 21 days prior to the scheduled meeting. Once a Certificate of Appropriateness is obtained, it may be necessary to apply for a building or zoning permit.

Date

Signature of Owner or Authorized Agent

FOR OFFICE USE ONLY

The Historic Preservation Officer and/or the Landmarks Commission have reviewed the Certificate of Appropriateness and recommend, in conformance with Spokane Municipal Code Chapter 17D.040 and Spokane County Code 1.48:

- ☐ Preliminary Approval of Certificate of Appropriateness
- ☐ Final Approval of Certificate of Appropriateness
- ☐ Denial of Certificate of Appropriateness

Historic Preservation Officer _____ Date _____



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PART 5: INSTRUCTIONS

STEPS FOR SUBMITTING APPLICATIONS

1. **Application:** The application for a Certificate of Appropriateness may be obtained from the Historic Preservation Office, City Hall, 808 W. Spokane Falls Blvd., (509) 625-6300 or can be found online at www.historicspokane.org

2. **Receipt of Request:** Complete and return the application with payment made out to the City of Spokane. A request will then be made to the [Landmarks Commission](#) for design review of the proposed action, if deemed necessary by the Historic Preservation Officer. The application must be submitted at least 21 days prior to the Landmarks Commission's next scheduled meeting (by the last Wednesday of the month prior to the desired Commission meeting). Commission staff will transmit copies of the request and any supplemental information to the Landmarks Commission members, the property owner(s) or applicant, and interested parties of record, 14 days prior to the next scheduled meeting of the Landmarks Commission.

3. **Landmarks Commission Review:** At its next scheduled meeting, the [Landmarks Commission](#) shall review the request and decide whether to issue a Certificate of Appropriateness.

PLEASE NOTE: Commission Meetings are held on the third Wednesday of each month at 3:00 p.m., unless otherwise noted, in the Council Briefing Center, Lower Level, City Hall.
For the current meeting date and agenda, visit www.historicspokane.org.

4. **Application Fees (contact office for appropriate fee):**
a) \$25.00 - Administrative Review of a Certificate of Appropriateness application
b) \$75.00 - Public Hearing/Landmarks Commission Review of a Certificate of Appropriateness application

Should the request for a Certificate of Appropriateness be denied, the owner(s) have the right to arbitration as set forth in Spokane Municipal Code Chapter 17D.100.270 and Spokane County Code 1.48. In unusual or complex cases, the owner(s), Commission, or the Historic Preservation Officer may request that specific [negotiated management standards](#) be developed for modifications to particular properties.

Submit the completed application and application fee (payable to City of Spokane) to:

Spokane City-County Historic Preservation Office
City Hall, Third Floor
808 W. Spokane Falls Boulevard
Spokane, Washington 99201
Phone: 509.625.6300
Fax: 509.625.6013
Email: preservation@spokanecity.org



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Quote Name: 54070202 CODY
 Customer: HDE
 Payment Terms:
 Sales Representative:

Quote Number: SQPEVI083302_1
 Created Date: 5/12/2025
 Modified Date: 5/12/2025
 PO Number:
 Total Windows: 3
 Total Doors:
 Total Sq Ft: 52.00
 Total Perim Ft: 54
 Est. Delivery: _____

Weighted Average: U-Factor: .25, SHGC: 0.2, VT: .46

Comments:

For warranty information please visit www.milgard.com/warranty/

Billing Information

Name: HDE
 Address:

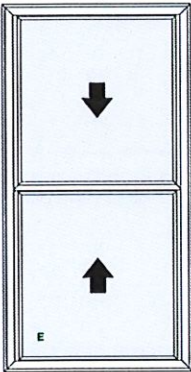
Phone:
 Fax:
 Email:

Shipping Information

Name: HDE
 Address:

Phone:
 Fax:
 Email:

Line: 1 Location: Entry
 Quantity: 1 V400 Tuscan, 8225T, DH, No Fin (Block Frame), Ext White / Int White, U-Factor: .25, SHGC: .20, VT: .46
 1/8" SunCoatMAX (Low-E) over 1/8" 4th Surface HP Coating
 Argon Gas Filled

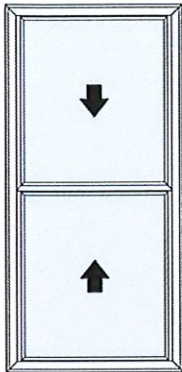


Viewed From Exterior

Model = Double Hung
 Size = Net Frame: 35 3/4" x 69 3/8"
 Dimensions = Sash Height: One Half
 Energy Star Zone(s) = North Central; South Central; Southern
 Glass = 1/8" SunCoatMAX (Low-E) over 1/8" 4th Surface HP Coating with Gray EdgeGardMAX Spacer
 Glazing = 3/4" OA Dual Glaze with Argon
 Hardware = SmartTouch Lock
 Other Options = Glass Breakage Warranty
 Screen = Standard with Fiberglass Mesh
 Ratings = STC: 28, OITC: 24, PG: LC-PG30
 Clear Opening = W 31 1/2" x H 26 15/16" Sq. Ft. 5.89, Egress: Yes
 Calculations = Unit Area (Sq. Ft.): 18, Unit Perimeter (nominal in lineal ft): 18'
 Other Ratings = CPD: MIL-A-234-16818-00001

Customer Approval: _____

Line: 2 **Location:** Liv
Quantity: 1 V400 Tuscany, 8225T, DH, No Fin (Block Frame), Ext White / Int White, U-Factor: .25, SHGC: .20, VT: .46
1/8" SunCoatMAX (Low-E) over 1/8" 4th Surface HP Coating
Argon Gas Filled

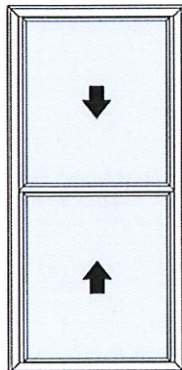


Viewed From Exterior

Model = Double Hung
Size = Net Frame: 33 5/8" x 69 3/8"
Dimensions = Sash Height: One Half
Energy Star Zone(s) = North Central; South Central; Southern
Glass = 1/8" SunCoatMAX (Low-E) over 1/8" 4th Surface HP Coating with Gray EdgeGardMAX Spacer
Glazing = 3/4" OA Dual Glaze with Argon
Hardware = SmartTouch Lock
Other Options = Glass Breakage Warranty
Screen = Standard with Fiberglass Mesh
Ratings = STC: 28, OITC: 24, PG: LC-PG30
Clear Opening = W 29 3/8" x H 26 15/16" Sq. Ft. 5.5
Calculations = Unit Area (Sq. Ft.): 17, Unit Perimeter (nominal in lineal ft): 18'
Other Ratings = CPD: MIL-A-234-16818-00001

Customer Approval: _____

Line: 3 **Location:** Liv
Quantity: 1 V400 Tuscany, 8225T, DH, No Fin (Block Frame), Ext White / Int White, U-Factor: .25, SHGC: .20, VT: .46
1/8" SunCoatMAX (Low-E) over 1/8" 4th Surface HP Coating
Argon Gas Filled



Viewed From Exterior

Model = Double Hung
Size = Net Frame: 33 5/8" x 69 3/8"
Dimensions = Sash Height: One Half
Energy Star Zone(s) = North Central; South Central; Southern
Glass = 1/8" SunCoatMAX (Low-E) over 1/8" 4th Surface HP Coating with Gray EdgeGardMAX Spacer
Glazing = 3/4" OA Dual Glaze with Argon
Hardware = SmartTouch Lock
Other Options = Glass Breakage Warranty
Screen = Standard with Fiberglass Mesh
Ratings = STC: 28, OITC: 24, PG: LC-PG30
Clear Opening = W 29 3/8" x H 26 15/16" Sq. Ft. 5.5
Calculations = Unit Area (Sq. Ft.): 17, Unit Perimeter (nominal in lineal ft): 18'
Other Ratings = CPD: MIL-A-234-16818-00001

Customer Approval: _____

Submitted By: _____

Accepted By: _____

Date: _____

For warranty information please visit www.milgard.com/warranty/

Please note that actual NFRC energy values may vary from those reported in CTB Quote Plus due to variations that may occur during the manufacturing process. In most cases variations will be minimal. Please contact your Milgard location with questions or concerns regarding this potential variation.

Painted Vinyl Note: For stucco applications, please follow the Milgard Stucco Tape Guidelines
https://www.milgard.com/sites/milgard/files/u/u57666/stucco_taping_guidelines_0920.pdf.

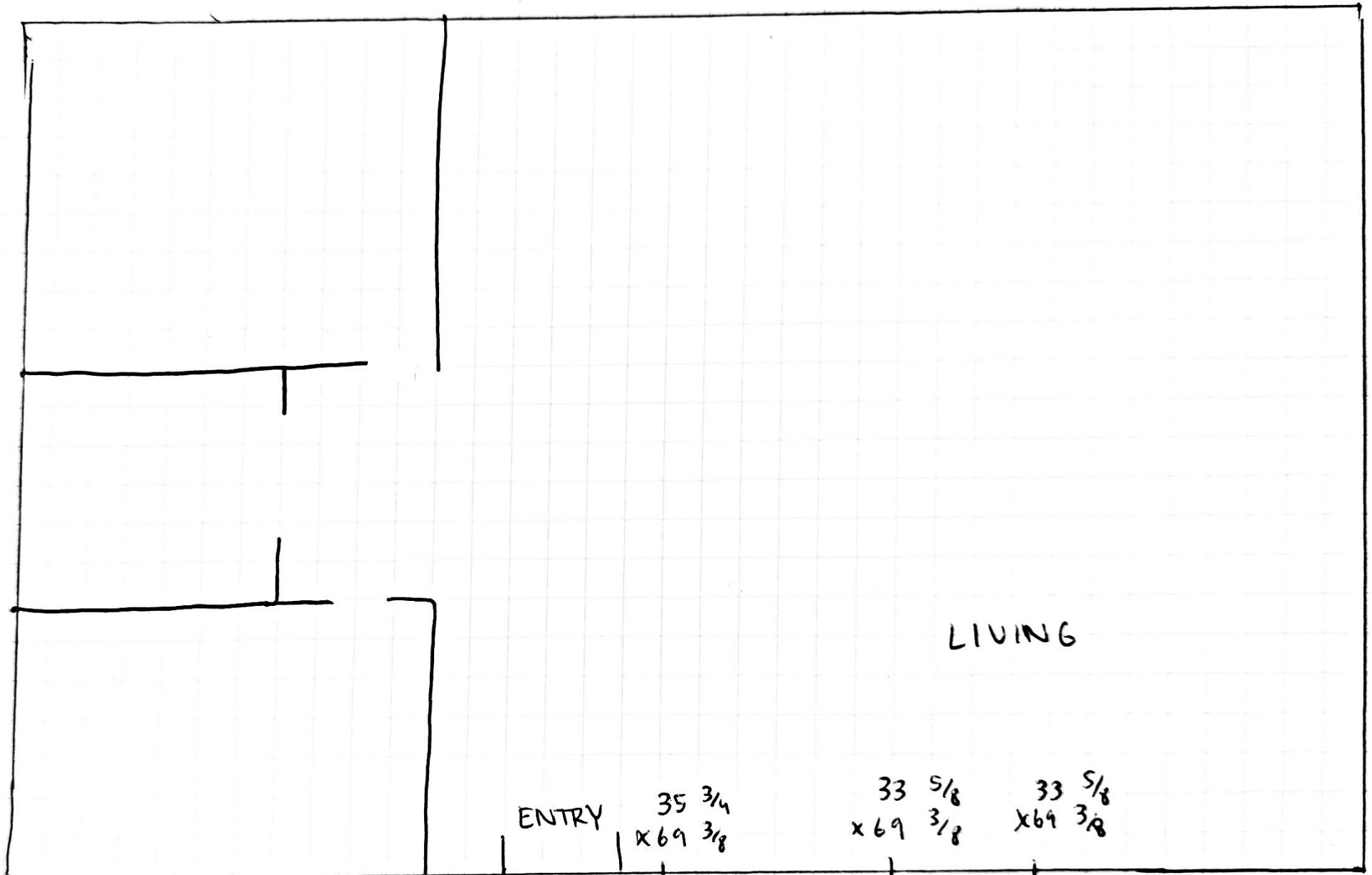
Handing is viewed from outside looking in.

ADDITIONAL INFORMATION:



DATE/NO.

N
↑



ENTRY

35 $\frac{3}{4}$
x 69 $\frac{3}{8}$

#1

33 $\frac{5}{8}$
x 69 $\frac{3}{8}$

#2

33 $\frac{5}{8}$
x 69 $\frac{3}{8}$

#3

LIVING

8th Avenue



Linzi Cody
51062579

