

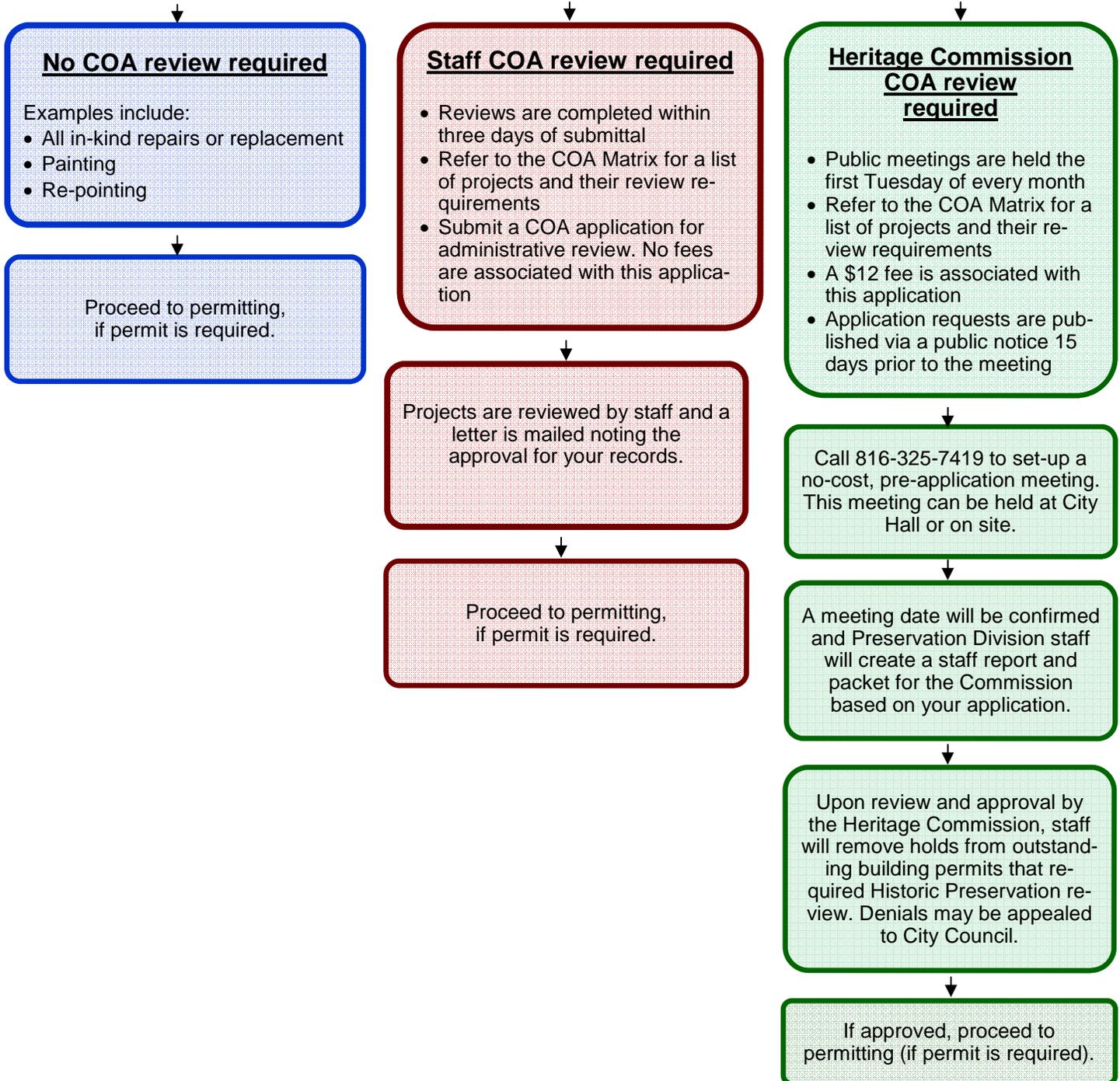


## Certificate of Appropriateness (COA) Process Flowchart\*

### Pre-application Meeting (Recommended)

A Certificate of Appropriateness (COA) is an application submitted when a property owner wishes to make exterior changes to a designated historic property. No review is necessary when making repairs or replacement with the same type of materials already on the building. See below to follow the process for no review, COA staff review, and Heritage Commission required review.

Contact the Historic Preservation Division at 816-325-7419 before you submit your COA application to ask questions, review submittal requirements, and to discuss the review process.



\* This flowchart is intended to give an overview of the COA process for the City of Independence and is not exhaustive. For more information go to: <http://www.ci.independence.mo.us/ComDev/HistoricPreservation.aspx> or contact the Preservation Division at 816-325-7419.