

HISTORIC DISTRICT COMMISSION
POLICY STATEMENT ON WINDOW AND DOOR REPLACEMENTS

CITY OF NEWPORT

DEPARTMENT OF ZONING AND INSPECTIONS

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Newport, Rhode Island

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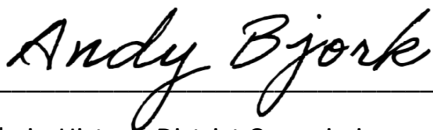
By motion of the Historic District Commission at their April 20, 2021 meeting, the following language regarding the timing of submissions of Applications and Supporting Material was reviewed, voted, approved, and adopted.

“A completed, signed and paid Application for a Certificate of Appropriateness (COA) must be received by the date of the HDC Meeting – to be included on the FOLLOWING MONTH’s Agenda.” Regularly scheduled HDC meeting dates can be found on the City Website.

“Any additional supporting material – plans, pictures, drawings, slides, brochures, etc. – should be submitted no later than 15 days prior to the meeting date for which the application is to be presented and heard by the Commission. Supporting material submitted AFTER this date will handicap the Commission’s ability to study and prepare the Application for review. Late submissions may jeopardize a full and fair review and result in a continuance.”

This language will be added to the HDC Mission, Policy and Procedures, the Certificate of Appropriateness Application, and the City Website.

APPROVED BY RESOLUTION:



Chair, Historic District Commission

4/20/2021

Date