

"ORIGINAL" RCD 09.21.2026
Hcc 10.19.2026

City of Bethlehem, Pennsylvania

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)

Building address 3 West Morton St

Owner of building Amicus

Owner's email & mailing address

Applicant Andrew Underwood Phone:

Applicant's email & mailing address

Street and Number

APPLICANT MUST ATTEND MEETING FOR CASE TO BE HEARD.

USE THE CHECKLIST ON THE BACK OF THIS APPLICATION TO ENSURE YOUR SUBMISSION IS COMPLETE.

Application form, photographs, and drawings must be submitted (see attached for deadline) prior to the regular scheduled meeting in order to be placed on the agenda for the next meeting.

1. **PHOTOGRAPHS** - Photographs of your building and neighboring buildings **must accompany** your application.

2. **TYPE OF WORK PROPOSED** - Check all that apply. Please bring any samples or manufactures specifications for products you will use in this project.

☐ Trim and decorative woodwork

☐ Skylights

☐ Siding and Masonry

☐ Metal work

☐ Roofing, gutter and downspout

☐ Light fixtures

☐ Windows, doors, and associated hardware

☒ Signs

☐ Storm windows and storm doors

☐ Demolition

☐ Shutters and associated hardware

☐ Other

☐ Paint (Submit color chips - HARB only)

3. **DRAWINGS OF PROPOSED WORK** - Required drawings **must accompany** your application. Please submit **ONE ORIGINAL AND TEN (10) COPIES OF DRAWINGS, PHOTOGRAPHS, APPLICATION FORM, AND ANY SPECIFICATIONS**

☐ Alteration, renovation, restoration (1/4 or 1/8"=1'0" scale drawings required IF walls or openings altered.)

☐ New addition (1/4" or 1/8"=1'0" scale drawings: elevations, floor plans, site plan)

☐ New building or structure (1/4" or 1/8"=1'0" scale drawings: elevations, floor plans, site plan)

☐ Demolition, removal of building features or building (1/4" or 1/8"=1'0" scale drawings: elevation of remaining site and site plan)

☒ A scale drawing, with an elevation view, is required for all sign submittals

4. **DESCRIBE PROJECT** - Describe any work checked in #2 and #3 above. Attach additional sheets as needed.

Replacing building mounted signage with our own. Signage is letters only no backlit features. Hanging sign from previously mounted bracket.

5. **APPLICANT'S SIGNATURE**

DATE: 9/16/26

OWNER'S SIGNATURE

DATE: 9/24/26