

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)

Building address 264 E Wall Street, Bethlehem PA 18018

Owner of building Sarah Baxter

Phone [REDACTED]

Owner's **email** & mailing address [REDACTED]

Applicant Sarah Baxter

Phone: [REDACTED]

Applicant's **email** & mailing address [REDACTED]

Street and Number [REDACTED]

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 porch repairs

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.

- Repairs to slate roof in front of house (north side)
- Replace existing slate roof in back of house with shingles (see attachment)
- Repairs to porch floor where there is rotted wood
- Exterior painting of the house (see attached color samples)

5. APPLICANT'S SIGNATURE Sarah Baxter DATE: 4/17/2026

OWNER'S SIGNATURE Sarah Baxter DATE: 4/17/2026