



**CERTIFICATE OF  
APPROPRIATENESS APPLICATION  
REQUIRED MATERIALS CHECKLIST**

Community Development Department  
100 N King St.  
Hendersonville, NC 28792  
828-697-3010

**Procedures for Reviewing Applications for Certificates Appropriateness**

The City's Historic Preservation Ordinance provides that no one may erect, alter, restore, move, or demolish the exterior portion of any building or other structure, nor undertake significant modifications to landscaping and other site features, without a Certificate of Appropriateness (COA) which must be approved prior to the commencement of work. The COA application is processed through the city of Hendersonville Planning Department by the Commission Coordinator (828-697-3010).

All COA applications are **due 30 days prior** to the next regular Commission meeting date. The Historic Preservation Commission meets the **third Wednesday of each month at 5pm in the 2nd Floor Meeting Room located at City Hall (160 6th Ave E.)**.

**Application Submittal Requirements and Required Materials Checklist**

Design Standards, HPC Meeting Schedule and Staff Contact Information can be found on the City of Hendersonville Historic Preservation Commission Website: [www.hendersonvillehpc.org](http://www.hendersonvillehpc.org)

Date: 8/15/2025

Minor Work

Major Work

Major Work Resubmittal

<b>Application Contact Information</b>			
<b>Applicant Name:</b> Christy Thompson	<b>Property Address:</b> 1401 Highland Avenue	<b>Applicant Email:</b> chthompson0205@gmail.com	<b>Phone Number:</b> 828-691-6011
<b>Property Owner Name (if different from Applicant)</b>	<b>Mailing Address:</b> 1401 Highland Avenue Hendersonville, NC 28792	<b>Owner Email:</b> chthompson0205@gmail.com	<b>Phone Number:</b> 828-691-6011

**COA Project Description – The burden of proof is on the Applicant to prove the proposed work is in keeping with the historical character of the district. Please list specific references in the Design Standards that support your application.**

See attachment



# CERTIFICATE OF APPROPRIATENESS APPLICATION

Community Development Department  
100 N King St.  
Hendersonville, NC 28792

### Property Owner Signature

I, the undersigned, certify that all information in this application and in any attachments thereto is accurate to the best of my knowledge. Furthermore, I understand that should a certificate of appropriateness be issued, such certificate will be valid for a period of six months from the date of issuance. Failure to procure a building permit within that period will be considered as failure to comply with the certificate, and the certificate will become invalid. If a building permit is not required, the authorized work must be completed within six (6) months. Certificates can be extended for six (6) months by requesting an extension in writing prior to their expiration from the Commission Coordinator.

Christy Thompson

  
Property Owner(s) Signature

Printed Property Owner(s) Name

N/A

Printed Company Name (if applicable)

\*LLC, Inc., Trust

Owner

Property Owner Title (if applicable)

\*Member, Manager, Register Agent, etc.

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### Community Development Use Only

Date Received: \_\_\_\_\_

Received By: \_\_\_\_\_

Application Complete: Y / N

Proposed HPC Meeting Date (if applicable): \_\_\_\_\_

Notes:

**COA Project Description - 1401 Highland Avenue C. Thompson**

- Add 1 carport
- Add 1 Shed/Veranda
- Add roof over back porch

**Carport:**

The carport will be added to the side yard. It will connect to the back porch with a covered walkway.

The carport roof will match the gabled, high pitch architecture of the home. Cedar shakes may also be added to the eaves of the roof for added symmetry.

The pillars of the carport will match the rock columns on the front porch.

The flooring of the carport will match the front porch concrete rock design.

The flooring of the carport will be designed to further protect the 95-year-old structure from flooding by detouring water away from existing basement.

**Shed:**

The shed will be separate from the carport. It will cover an existing gravel parking area.

The shed wood color will match the cedar shake color of the home.

**Roof over back porch:**

The porch roof will match the gabled, high pitch architecture of the home. Cedar shakes may also be added to the eaves of the roof for added symmetry.

**Other:**

I am working with Prudhomme Design/Interiors and should have more detailed drawings by the September 17<sup>th</sup> meeting date.