



**INDEPENDENCE HERITAGE COMMISSION**  
**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**  
**FOR ECONOMIC HARDSHIP**

File No. \_\_\_\_\_  
Administrative  Heritage Commission   
(Office use only)

Project Address: \_\_\_\_\_

**ABOUT THE APPLICATION PROCESS**

*A Certificate of Economic Hardship is approved by the Heritage Commission to authorize a project when a Certificate of Appropriateness (COA) was previously denied. Approval based on economic hardship is made when the owner of the property is denied reasonable use of the property or a reasonable return.*

- Applications should be submitted to the Community Development Department, Historic Preservation Division located at 111 E. Maple from 8a.m.-5p.m., Monday through Friday.
- The Heritage Commission will act on the application at the next scheduled meeting. Heritage Commission meetings are held on the first Tuesday of each month at 6p.m. in the Council Chambers, first floor of City Hall, 111 E. Maple.
- A completed application accompanied by a \$25 fee is required to process any application that requires Heritage Commission approval. Please make checks payable to: *The City of Independence*.
- It is strongly recommended that the property owner or authorized agent attend the Heritage Commission meeting when the application is reviewed.
- Please inquire with city staff about application deadlines and meeting dates.
- If approved, a project must be initiated within six months and completed within 18 months of approval. Please note that Heritage Commission approval does not constitute Building Department approval and that a permit may be required.
- Applicants who have been denied a Certificate of Economic Hardship for the proposed project may appeal the decision to the City Council. Appeals must be filed within 15 days from the date of denial by the Heritage Commission. The City Council will act within 30 days after receiving the appeal by holding a new evidence only hearing as provided for in Section 14.01.008 of the City Code. The City Council may support or reverse the decision of the Heritage Commission.
- A pre-application meeting with the Historic Preservation staff is strongly encouraged. Staff can be reached at (816)325-7419 or via e-mail at: [wshay@indepmo.org](mailto:wshay@indepmo.org).

**CERTIFICATE OF APPROPRIATENESS APPLICATION FOR  
ECONOMIC HARDSHIP**

**APPLICANT**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**OWNER (If different from applicant)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**JUSTIFICATION FOR ECONOMIC HARDSHIP CLAIM-Attach additional pages if necessary.**

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*I hereby certify under penalties of perjury that all the statements contained in this application, including any statement attached to the application, submitted herewith are true and correct.*

Owner's Signature \_\_\_\_\_

Applicant's Signature \_\_\_\_\_

## ECONOMIC HARDSHIP APPLICATION CHECKLIST

***Submission of information does not preclude the Heritage Commission from requiring additional hardship documentation during the review process, per Section 1.30.026 of the City Code.***

- Estimate of the proposed project cost and an estimate of any additional costs that would be incurred to comply with the recommendations of the Heritage Commission;
- Estimated market value of the property in its current condition and after completion of the proposed improvements;
- Purchase price of the property and the date of purchase;
- If the property is income-producing, provide the annual gross income from the property for the last two years;
- Appraisals obtained within the previous two years by the owner or applicant in connection with the ownership of the property;
- Any listing of the property for sale or rent, proposed price and offers received, if any, within the last two years;
- Assessed value of the property;
- Real estate taxes for the last two years;
- Form of ownership or operation of the property (such as single owner, for-profit, or not-for-profit)

### **ALSO REQUIRED IF DEMOLITION IS PROPOSED:**

- Structural report from a licensed engineer or architect;
- An estimate showing the economic feasibility of rehabilitation of the current building on the property;
- Proposed plans if a building or portion of a building is being removed. Include materials and any related specifications.