



# HERITAGE PRESERVATION COMMISSION

## COUNTRY CLUB DISTRICT CERTIFICATE OF APPROPRIATENESS (COA)

### OPTIONAL SKETCH PLAN REVIEW

Prior to filing a complete application (no application fee is required), an applicant may request to meet with the Heritage Preservation Commission (HPC) for an informal exchange when the HPC can review the basic concept of a proposed project and offer suggestions to a potential applicant. The purpose of this review is to provide assistance in resolving problems or meeting requirements if the potential applicant decides to proceed with the COA process. In this manner, the HPC may provide preliminary, non-binding guidance on the suitability of the project with a minimum burden of expense on a property owner. Such consultation shall bind neither the property owner nor the HPC, and statements made by HPC members shall not form a basis for invalidating any subsequent action taken. Materials presented for this discussion should include site plans, drawings, photographs or other sufficient information to allow for a meaningful understanding of the intended conceptual design. Sketch Plan Review does not require formal notice to neighboring properties but must take place only at regular (formal) meetings of the HPC and is subject to available time on the agenda.

**Note – An opinion of the Commission does not constitute an approval of the proposed project.**

For further information, or to schedule a meeting, contact Emily Bodeker, Assistant City Planner at 952-826-0462, or [EBodeker@EdinaMN.gov](mailto:EBodeker@EdinaMN.gov)