



Applicants please complete page one of this form. Page two is for Commission Staff to complete.

PROPERTY INFORMATION

Name of Property:	_____
Property Ownership:	_____
Address:	_____
Architect/Engineer:	_____ Construction Date: _____
Permanent Parcel #:	_____ Ward: _____

NOMINATION CRITERIA

In considering the designation of any historic property (area, place, building, or group of buildings, structure, work of art or similar object) in the City as a landmark or landmark district, the Commission shall apply the following criteria with respect to such property (check all that apply):

- The historic property is listed on the National Register of Historic Places
- The historic property is eligible for listing on the National Register of Historic Places
- Its character, interest or value is part of the development, heritage or cultural characteristics of the City, State or the United States
- Its location is a site of a significant historic event
- Its identification is with a person who significantly contributed to the culture and development of the City
- The historic property exemplifies the cultural, economic, social or historic heritage of the City
- The historic property is identified with the work of a master building, designer, architect, engineer or landscape architect whose work has influenced the development of the area, community, state or nation
- The historic property embodies elements of architectural design, detail, materials, or craftsmanship which represent a significant architectural innovation
- The historic property relates to other distinctive areas which are eligible for preservation activities, based on a historic, cultural, or architectural motif
- The historic property's location or its singular physical characteristics represent the establishment or are a familiar visual feature of a neighborhood, community or City

BRIEF STATEMENT OF SIGNIFICANCE

APPLICANT INFORMATION

NAME:	_____
ADDRESS:	_____
PHONE:	_____ FAX: _____
EMAIL ADDRESS:	_____

SIGNATURE: _____ **DATE:** _____





Commission Staff to complete below

PROPERTY STATUS INFORMATION

- Threatened by demolition or neglect
- Considered for new development
- Property is expected to remain in present condition

NOTES

DETAILED PROPERTY OWNERSHIP INFORMATION

Include the name, address, and telephone number of all legal owners of record of the nominated property. If the property has more than two (2) owners, copy this form and complete for all property owners.

NAME: _____
 ADDRESS: _____
 PHONE: _____ FAX: _____
 EMAIL ADDRESS: _____

NAME: _____
 ADDRESS: _____
 PHONE: _____ FAX: _____
 EMAIL ADDRESS: _____

NOMINATION TRACKING – PROCESS STEPS

- CLC Nominated Date: _____
- Staff has notified property owner(s) in writing Date: _____
- Staff has received notifications of receipt of letter Date: _____
- Property owner supports nomination
- Council supports nomination
- Public hearing scheduled for Date: _____
- Legislation is drafted Date: _____
- Legislation to City Planning Meeting Date: _____
- Legislation to City Council Date: _____
- Council Passes Nomination Date: _____

