



## INSTRUCTIONS

## 1. GENERAL INFORMATION

PROJECT NAME
ADDRESS/LOCATION
TAX PARCEL NUMBER(S)

☐ Site ☐ District ☐ Building

☐ Archeological Site ☐ Archeological District ☐ Structure

(1) **Description.** (Please provide a written description of the historical, cultural, architectural, and archaeological significance of the property(ies) recommended for designation, including dates of construction and names of former owners, if available.)

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**(2) Identification of Structures.** *(Please provide an identification of all structures within a property district, classifying them as contributing or non-contributing, with an explanation of the criteria used in developing the classification.)*

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- (3) **Legal Description.** *(Please provide a legal description of the boundaries of the site, structure, or district recommended for designation; an explanation of the reasons for those boundaries; and a map illustrating the boundaries.)*

- (4) **Affected Properties.** *(Please provide the names and addresses of all property owners of record affected by the application.)*

- (5) **Photographic Documentation.** *(Please provide photos of individual sites and structures recommended for designation.)*

### 3. SIGNATURE(S)/AUTHORIZATION

**APPLICANT/PROPERTY OWNER/AGENT SIGNATURE(S):**

The information included in and with this application is completely true and correct to the best of my knowledge. Further, I understand that a detailed property management plan may be requested as a part of this application.

\_\_\_\_\_  
*(Applicant's Signature)*

\_\_\_\_\_  
*(Date)*

\_\_\_\_\_  
*(Property Owner's Signature)*

\_\_\_\_\_  
*(Date)*

\_\_\_\_\_  
*(Agent's Signature)*

\_\_\_\_\_  
*(Date)*