



# Historic Review Application-Minor Project

Date: \_\_\_\_\_ Property Location/Name: \_\_\_\_\_

## Applicant Information

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Signature: \_\_\_\_\_

## Property Owner Information

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Signature: \_\_\_\_\_

### Type of Work (Check all that apply)

- Alterations/Additions
- Non-structural
- Sign
- Zoning Action

### Submittal Requirements (Attach)

- Final work drawings
- Site or sketch plan
- Photos

Project Description: (Include Specific Details and attach additional sheets as necessary)

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## Project Type & Review Standards-TO BE COMPLETED BY STAFF

### Compatibility with the *Secretary of the Interior's Standards of the Treatment of Historic Properties*

	YES	NO
1. Historic use/reuse and minimal change to distinctive materials, features, etc.:	___	___
2. Historic character retained; removal or alteration distinctive materials avoided:	___	___
3. No changes that create a false sense of historical development:	___	___
4. Changes that have acquired historical significance in their own right will be retained:	___	___
5. Distinctive materials, features, examples of craftsmanship, etc. will be preserved:	___	___
6. Repair deteriorated historic features; new features will match old in design:	___	___
7. Chemical and physical treatments will be as gentle as possible:	___	___
8. Protect and preserve archeological resources in place:	___	___
9. New construction will not destroy historic features that characterize property and will be differentiated from the old; new work is compatible with size, scale, massing, etc:	___	___
10. New construction can be removed without destroying essential form & integrity:	___	___

### Summary of Findings and Basis for Decision

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### Administrative Approval

The proposal meets the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.

\_\_\_\_\_  
APPROVED

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