

**Checklist for Historical Landmark Preservation
Commission (HLPC)
Local Historic District Overlay Designation**

Local Historic District Overlay Designation APPLICATION

The following documents must be submitted to consider the application complete. Therefore, incomplete applications will not be accepted or may result in delaying action on the case until the following month.

- Complete ONLINE application and fee
- Legal Description and Addresses of all properties
- Name and address of each owner(s) of property
- Signatures including addresses and telephone numbers from at least 40 percent of property owners in the area to be considered in the district
- Plan showing boundaries of the proposed district
- Signature Page



SIGNATURE PAGE

I hereby certify that the information included in this application is true to the best of my knowledge.

Applicant's Signature	Date	Name (PRINTED)
Address & Zip	Telephone	Email Address

Present Owner(s) Signature	Date	Name (PRINTED)
Address & Zip	Telephone	Email Address

Buyer(s) Signature, if under contract	Date	Name (PRINTED)
Address & Zip	Telephone	Email Address

List names of all partners, board members, and officers of companies involved in this case, in order for the Plan Commission to determine conflicts of interest they might have in individual cases. Failure to do so may result in delaying action on the case until the following month: _____

Please print, sign, and attach to your online application in Energov.