

# Minor Review Application for Historic Resources



Date: \_\_\_\_\_ Property Location: \_\_\_\_\_ District: Downtown Houston-Pierre N/A

## Applicant/Contractor Information

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-Mail: \_\_\_\_\_  
Signature: \_\_\_\_\_

## Property Owner Information

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-Mail: \_\_\_\_\_  
Signature: \_\_\_\_\_

## Detailed Project Description (Provide Attachment if Necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

- Alterations/Additions
- Building Permit
- Zoning Action
- Sign Permit\*

### Submittal Requirements (Attach)

- Final working drawings
- Site or sketch plan (if necessary)
- Photographs of existing site/building
- Detailed attachment diagram (for proposed signs)\*

\*I insure that all signs and awnings mounted on historic stone or brick building facades shall be attached to mortar and minimize damage to the stone or brick. \_\_\_\_\_  
Signature

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

Compatibility with the *Secretary of the Interior's Standards for 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 historic 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, color, etc.:	___	___
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 Finding: Basis for Decision

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Administrative Approval

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

City Administration: \_\_\_\_\_ Date: \_\_\_\_\_