

Application for Local Historic Landmark Designation

Preparing Your Application:

Please type or use black ink and use paper no larger than 11" x 17" for the required supporting information. Monte Vista Historic Preservation Commission staff is available to advise in the preparation of applications.

Filing Your Application:

When completed, the attached application will initiate consideration of a property for designation as a local historic landmark. The application will enable the MVHPC to determine whether the property qualifies for designation and shall make a recommendation to the City Council.

Mail three (3) copies of the application to City of Monte Vista, Attn: Community Development Department, 4 Chico Camino, Monte Vista, CO 81144. Submitted materials become property of the MVHPC and will not be returned. Incomplete applications will be returned to the applicant for revision. The Community Development staff will contact applicants after receiving an application to discuss the next steps of the designation process.

1. Name of Property

Historic Name: _____

Current Name: _____

2. Location

Please include the full street address of the property and Parcel Number. Parcel Number can be found at the Rio Grande County Assessors website at www.qpublic.net/riogrande/. Click on "Property Record Search", then type in street name only, then scroll to find address and parcel number.

Street Address: _____

Parcel Number: _____

3. Owner Information (If more than one, list primary contact)

Name: _____

Address: _____

Phone: _____ Email: _____

4. Applicant/Contact Person (If other than owner)

Name: _____

Address: _____

Phone: _____ Email: _____

5. Signatures

I have read the general information on landmark designation provided by the Monte Vista Historic Preservation Commission and affirm that I support local landmark designation of the property herein.

Owner: _____ Date: _____

Applicant: _____ Date: _____

6. General Date/Site Information

A. Date of Construction and major additions/alternations: _____

B. Number, type, and date of construction of outbuildings: _____

C. Approximate lot size and acreage: _____

D. Architect, builder, carpenter, and/or mason: _____

E. Original Use: _____

F. Present Use: _____

G. Significance for Local Landmark Designation: _____

7. **Classification**

A. Category (check all that apply):

- Building** – created principally for shelter any form of human activity (i.e. house, barn/stable, hotel, church, school, theater, etc.)
- Structure** – constructed usually for purposes other than creating human shelter (i.e. tunnel, bridge, highway, silo, etc.)
- Object** – constructions that are primarily artistic in nature. Although movable by nature or design, an object is typically associated with a specific setting or environment (i.e. monument, fountain, etc.)
- Site** - the location of a historic event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined or vanished, where the location itself possesses historic, cultural, or archeological value, regardless of the value of any existing structure (i.e. battlefields, cemeteries, designed landscape, etc.)

B. Ownership (check one)

- Private
- Public

C. Review Standards

1. **Exemplary Property.** The subject property exemplifies or reflects the city's cultural, social, economic, political, engineering or architectural history.

2. **Historic Significance.** The subject property is identified with a historically important person or persons, or with an important event in the history of the city, region, state or nation

3. Architectural Significance. The subject property embodies the distinguishing characteristics of an architectural style, type, or specimen valuable for the study of a period, type, or method of construction, or the use of indigenous materials or craftsmanship.

4. Noted Designer. The subject property is representative of the work of a notable or master architect, builder, engineer or designer whose work influenced architecture, building, design or development in the city, region, state or nation.

5. Archeological Importance. The subject property contains or reflects significant archeological importance.

6. Contributing Building or Structure. The subject property has been listed as a contributing building or structure with a historic district, or nominated for inclusion and/or listed on the national or state registry of historic places.

8. Supporting Documentation (attach to application on separate sheets)

A. Required Photographs

- Please include a color printout of the interior and exterior of the structure (max. 4 per sheet) and any historic photograph (check with the Monte Vista Historical Society). Provide a caption under the photograph with a brief description.
- Include a map of the property in relation to the local community.

9. Signatures

Applicant: _____ **Date:** _____

I have read the general information on local historical landmark designation by the Monte Vista Historic Preservation Commission and affirm that I support landmark designation of the property defined herein.

Owner: _____ **Date:** _____

****NOTE: \$ NON-REFUNDABLE APPLICATION FEE DUE UPON SUBMITTAL OF APPLICATION.**