



Historic Preservation/Archeology Pre-Submittal Checklist for Development Applications

Project Name: _____ Applicant's Name: _____

Application Type: _____ Project Number (if applicable): _____

Contact/Agent: _____ Phone/Fax: _____

E-mail Address: _____ Associated/Previous Project Numbers: _____

- Provide photographs of all standing structures or structural remains, such as foundations or man-made landscape features, on the property.
- Provide chain of title information on the property to at least 1900.
- Provide a list and location of any known historic resources or cemeteries on or adjacent to the property.

To be completed by Historic Preservation Section staff.

Required Information	Yes	No	N/A	Requirement for this Applicant
Photographs of all structures or structural remains				If checked Yes or N/A, no further information needed.
Chain of title				If checked Yes or N/A, no further information needed.
List of known historic resources and cemeteries				If checked Yes or N/A, no further information needed.

Additional Information Required: _____

Historic Preservation Staff Signature Date

Historic Preservation Staff Name (printed)

Historic Preservation Staff Phone and E-mail