



City of Sierra Madre

NOMINATION APPLICATION FOR HISTORIC CULTURAL LANDMARK STATUS

Note: Please use the attached instructions when preparing this form. If more space is needed feel free to add as many sheets as necessary.

IDENTIFICATION

1. Name of proposed historic landmark _____
2. Street address _____
3. Assessor's parcel number _____ (Please attach assessor's parcel map)
4. Complete legal description/tract _____
Block _____ Lot(s) _____ APN No. _____
5. Range of addresses on property _____
6. Present owner(s) _____
Street address _____ City _____ State _____ Zip _____
Mailing Address _____
Phone (h) () _____ (w) () _____
7. Ownership is: Private _____ Public _____ Commercial _____ Nonprofit _____
8. Present use _____ Original use _____

DESCRIPTION AND CONSTRUCTION DETAILS

9. Architectural Style _____
10. On a separate, attached page, briefly state the present physical description of the site or structure.

NAME OF PROPOSED MONUMENT _____

11. Construction date _____
12. Architect(s)/Designer(s) and/or Engineer(s) _____
13. Contractor/Builder _____
14. Dates of enclosed photographs _____

15. Condition of site/structure: Newly restored/excellent _____ Good _____ Fair _____
 Deteriorated _____ No longer in existence _____
16. Alterations _____

17. Current threats to site: None at present _____ Private development _____ Zoning _____
 Vandalism _____ Other _____

SIGNIFICANCE

18. Briefly state historical and/or architectural importance, include dates, events and persons associated with the site:

19. Documentation (list books, surveys, newspaper articles, property records, or oral histories with dates):

20. Date form prepared _____ Preparer's Name _____
 Organization (if any) _____ Address _____
 Phone () _____

CONSENT OF OWNER

21. I understand that by placing my property on the Sierra Madre Register of Historic Landmarks, my property is subject to all provisions of the Sierra Madre Municipal Code Chapter 17.82.

 OWNER'S SIGNATURE DATE

**INSTRUCTIONS FOR PREPARATION OF NOMINATION
APPLICATION FOR HISTORIC LANDMARK DESIGNATION**

- #1 **NAME OF PROPOSED MONUMENT:** Provide the name of the proposed Historic Landmark. For example: When it is known by a historic name, such as Union Station, The Eagle Rock or Angel's Flight, use that name. In the case of a residence, use the name of the first or most prominent resident, such as Birthplace of Adlai E. Stevenson. Names may be combined, such as PickFair Estate. In the case of non-residential property, generic names may be used, such as Cedar Trees or Sunset Boulevard Bridge. If no other name can be assigned, the street address may be used, such as Residence, 2700 Eagle Street.
- #2 **ADDRESS:** Provide a record street address for the site under consideration.
- #3 **ASSESSOR'S PARCEL NUMBER:** Attach an 8½" by 11" parcel map from the County Assessor's Office and note the parcel number or numbers on the application.
- #4 **COMPLETE LEGAL DESCRIPTION:** List all contiguous lots under same ownership. The information is available in the Development Services Dept. at City Hall. Also obtain a site map.
- #5 **RANGE OF ADDRESSES:** List all possible addresses for the site.
- #6 **PRESENT OWNER:** Give the name, address, and telephone number(s) of the owner.
- #7 **OWNERSHIP:** Check one blank only
- #8 **PRESENT AND ORIGINAL USE:** If original use is the same as the present use, write Same. If it is unknown, so state.
- #9 **ARCHITECTURAL STYLE:** Examples - Art Deco, Spanish Colonial Revival, Monterey Revival, French Norman, English Tudor, Prairie Style, Craftsman, Beaux Arts, etc.
- #10 **PRESENT PHYSICAL DESCRIPTION:** Provide information about the major features of the proposed landmark. Describe its present condition. Changes from original condition will be described in #14. If it is a building, describe the exterior. Note the architectural style, exterior construction materials (wood, brick, etc.) type of roof (flat, gable, hipped, etc.) number of stories, basic plan (rectangular, irregular, L-shaped, etc) and distinguishing features (placement and type of windows, chimneys, porches, decorative features, etc.). Other buildings on the property, such as carriage houses, garages, barns and sheds, should also be fully described. Finally, discuss the way in which the building relates to others in the district or neighborhood in terms of site, scale, material, construction and date.
- #11 **CONSTRUCTION DATE:** Provide date of construction, if available. If not, indicate the approximate date. Give the source of the date: Tax Assessor's information, deed, building permit, newspaper, magazine or former owner. Attach copies of all supporting documents.
- #12 **ARCHITECT, DESIGNER OR ENGINEER:** Provide the architect's name and attach a copy of a supporting document. If no architect's name is available, so state.
- #13 **CONTRACTOR/BUILDER:** Provide name if available.
- #14 **PHOTOGRAPHS:** Provide good, clear photographs of the site and its surroundings. Good photographic coverage is a very important part of the application. Photographs supplement, and to some extent may substitute for, some

of the descriptive material. They should show all elevations and views of the proposed Historic Landmark in its setting on the street. Photographs should be numbered, dated, labeled with the site name, the view, and a brief description. Photographs should support the application narrative and should include all areas of the site which will be designated.

- #15 CONDITION: Check one blank only.
- #16 ALTERATIONS: Fully describe any changes that have been made to the proposed Historic Landmark. For example, additions, porch enclosures, new storefronts, relocation of doors and windows, and original trees cut down. Give date of alterations plus sources.
- #17 THREATS TO THE POTENTIAL HISTORIC RESOURCE: Check one or more blanks.
- #18 STATEMENT OF SIGNIFICANCE: list all portions of the site that are to be designated. Summarize why the proposed Historic Landmark is significant. If it is a structure, is it similar to other buildings nearby in scale, building materials, style and period of construction? What features make it a significant example of its style and type? Note important figures from the past associated with the site and former uses. If the request for declaration is for a structure or building with surrounding land area, the importance of the land area to the structure or building should be described. If the building is associated with a prominent architect, provide a brief statement of that architect's contribution to the built environment of Sierra Madre. **Note how the proposed structure meets the criteria of the Sierra Madre Historic Preservation Ordinance and justify each assertion to the best of your ability.**
- #19 SOURCES: Provide a list of resource material used.
- #20 PREPARER: Provide the name, address, organization and daytime telephone number of the person preparing the application.
- #21 CONSENT OF OWNER: The owner of the property applying for the Historic Landmark Designation must consent to the designation as specified in Sierra Madre Municipal Code Section 17.82.010(B) and understand the provisions of that Chapter.