



HISTORIC PRESERVATION COMMISSION

REQUEST FOR PRE-APPLICATION MEETING

Applicant: _____
*If applicant is not owner, an agent authorization form must be submitted

Date Request Received: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: (____) _____ - _____ Fax: (____) _____ - _____

E-911 Address at Project Site: _____

Parcel ID Number: 05-____ - ____ - ____ - ____ - ____ - ____ . _____

Architect: _____

Contractor: _____

Historic Designation of Structure or Site: (Check if structure or site has one or more of the following designations):

- Has a Baldwin County Historic Development Commission Historic Marker
On the National Register of Historic Places,
On the Alabama Register of Landmarks and Heritage

Classification of Work: (see "Design Review Guidelines" Appendix for General Guidelines)

- Routine Maintenance
Minor Work
Major Work

Table with 2 columns: Proposed Work, Description of Work. Rows include New Construction, Repairs/Renovation, Addition to Building(s), Building Relocation, Roofing, Landscaping, Other, Comments.

Proposed Demolition or Relocation **Description of work**

- **Building Relocation** _____
- **Building Demolition** _____
- **Comments** _____

Recommended Attachments to Application:

- **Detailed "Site Plan"** (Scale: 1 inch = 10 feet)
- **Floor Plan of Building(s) with Dimensions** (Scale: ¼ inch = 1 foot)
- **Elevation Views of Building(s) – Photographs for Addition to Building(s), Repairs/Renovations, Building Relocation, and Building Demolition**

Signature of Applicant: _____ **Date:** _____

Pre-Application Meeting – Date of Meeting: _____

Persons present:

Representative of:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Discussion Items:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Notes by: _____ **HPC Member**
_____ **HPC Member**
_____ **HPC Member**