

JHPC LOCAL HISTORIC LANDMARK APPLICATION

JHPC Administration: City of Brevard/ETJ Rosman Transylvania County

Stage 1: Status Application (no fee)
Stage 2: Designation Report Submittal Fee - \$200.00

Property P.I.N.: _____ recorded in Book _____, Page _____, Registry of Transylvania County

Stage 1: Local Historic Landmark Preliminary Status Application Process

This section of the application initiates preliminary consideration of a property for local historic landmark status. There is no application fee for this Preliminary Status Application of the process.

Legal Owner of Property: _____ Phone: _____

Address: _____

1. NAME OF PROPERTY

Historic Name(s) _____
Other Name(s) _____

2. LOCATION OF PROPERTY

Street Address or Boundaries _____
City and Zip Code _____
Property Township _____ Acreage _____

3. CLASSIFICATION

Ownership of Property: Private Public
Days/Hours of operation: _____
Contact Name/Telephone: _____
Is it accessible for viewing: Inside Outside

Category of Property:

- Building** – created principally to 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.)
- District** – a group of buildings or properties that may have different levels of historic or architectural significance.

Planning and Community Development

106 East Morgan Street
Brevard, NC 28712
828.884.3205
planning.transylvaniacounty.org



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4. PROPERTY RESOURCES

Number of contributing and non-contributing resources within property:

A contributing building, site, structure, or object adds to the historic associations, historic architectural qualities, or archeological values for which a property is significant because it was present during the period of significance, relates to the documented significance of the property, yields important information about the period and possesses historic integrity.

	Contributing (Adds to significance)	Non-contributing (Does not add to significance)
Buildings	_____	_____
Structures	_____	_____
Objects	_____	_____
Sites	_____	_____

5. FUNCTION OR USE (note approximate dates)

Historic Functions or Use:

Current Functions or Use:

Stage 1: Local Historic Landmark Application

(type or print applicant name)

(type or print agent name, if applicable)

(applicant signature)

(date)

(agent signature)

(date)

(mailing address)

(mailing address)

(city, state, zip)

(city, state, zip)

(e-mail address)

(phone)

(e-mail address)

(phone)

Application Submitted on ___ day of _____, _____

(JHPC Administrator for Transylvania County)

If the property meets the requirements for consideration as a local historic landmark, notification will be made by JHPC to continue on to the Local Historic Landmark Designation Application Process.

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Stage 2: Local Historic Landmark Designation Report Submittal Process

The designation report may be submitted with the Local Historic Landmark Application, or separately after the Joint Historic Preservation Commission has considered the application and directed the designation committee to provide assistance or guidance to the applicant. Designation reports required in accordance with NC GS 160D-945 and 946.

1. SUPPORTING DOCUMENTATION

Designation Report

A designation report should help justify and explain to the general public why the local governing authority's decision to landmark the property as "historic" is appropriate and defensible. A report format guide is available on the Transylvania County Planning and Community Development website and report examples and other useful material are available on the State Historic Preservation Office website at

<https://www.ncdcr.gov/about/history/division-historical-resources/nc-state-historic-preservation-office/local-historic-0#preparing-a-local-landmark-report>

Additional Items Requested by JHPC: _____

Stage 2: Designation Report Submittal and Certificate of Appropriateness Statement of Understanding

Certificate of Appropriateness Required: From and after the designation of a landmark or a historic district, no exterior portion of any building or other structure (including masonry walls, fences, light fixtures, steps and pavement, or other appurtenant features), nor any above-ground utility structure nor any type of outdoor advertising sign shall be erected, altered, restored, moved or demolished on such landmark or within the historic district until after an application for a certificate of appropriateness as to exterior features has been submitted to and approved by the Joint Historic Preservation Commission. Such a certificate is required to be issued by the Preservation Commission prior to the issuance of a building permit or other permit granted for the purposes of constructing, altering, moving or demolishing structures, which certificate may be issued subject to reasonable conditions necessary to carry out the purposes of this ordinance. A certificate of appropriateness shall be required whether or not a building or other permit is required. "Exterior features" shall include the architectural style, general design, and general arrangement of the exterior of a building or other structure, including the kind and texture of the building material, the size and scale of the building, and the type and style of all features, historic signs, color, and significant landscape, archaeological and natural features of the area. In the case of outdoor advertising signs, "exterior features" shall be construed to mean the style, material, size and location of all such signs.

I understand that designation as a local landmark imposes the restrictions described above.

(type or print applicant name)

(type or print agent name, if applicable)

(applicant signature)

(date)

(agent signature)

(date)

(mailing address)

(mailing address)

(city, state, zip)

(city, state, zip)

Date: ___ day of _____, _____

(JHPC Administrator for Transylvania County)

If the property meets the requirements for consideration as a local historic landmark, notification will be made by JHPC to continue on to the Local Historic Landmark Designation Application Process.

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For Transylvania County Planning and Community Development Staff Use

- Status Application submitted to the Transylvania County Planning and Community Development Department. Date: _____
JHPC status application review. Date meeting: _____
Designation Report submitted to the Transylvania County Planning and Community Development Department. Date: _____
Report sent to NC Dept of Cultural Resources State Historic Preservation Office, allowing 30 days to respond Date of report submittal to SHPO: _____
JHPC vote on designation status recommendation. Date of meeting: _____
County/City/Town Public Hearing and adoption of Historic Landmark Designation. Date of consideration: _____

Approval Confirmation: (To be completed by Transylvania County Planning and Community Development Department Staff)

This section of the application documents Transylvania County Joint Historic Preservation Commission's recommendation, and the appropriate governing Board's ultimate approval of the Local Historic Landmark Designation.

I have read the general information on landmark designation provided by the Transylvania County Joint Historic Preservation Commission and affirm that I support landmark designation of the property defined herein.

(type or print applicant name)

(type or print agent name)

(applicant signature) (date)

(agent signature) (date)

(mailing address)

(mailing address)

(city, state, zip)

(city, state, zip)

(JHPC Administrator - Printed)

Designation Approved this ___ day of ___, ___

(JHPC Administrator - Signature)