

Application for Historic Designation General Instructions

1. Nature of Historic Designation

The purpose for Historic Designation is to promote the protection, enhancement and perpetuation of places, neighborhoods, sites, buildings, structures, and works of public art having a special historic, cultural or aesthetic significance, interest, or value. As provided for in the Lafayette Consolidated Government Unified Development Code, the Lafayette Preservation Commission shall review and identify Lafayette City and Parish historic assets and consider them for historic designation and listing in the Lafayette Historic Register.

Restrictions due to Historic Register Designation:

Demolition Permit applications for assets listed on the Lafayette Historic Register, with the exception of contributing structures within designated Historic Neighborhoods, are subject to review and possible 150-day delay. The purpose of this restriction is to allow time to work with property owners on possible alternatives to demolition. Under no circumstances may any demolition permit application be delayed or denied for more than 150 days for historic designation reasons.

Types of Historic Register Designation:

- **Historic Neighborhood** – a neighborhood or subdivision developed before 1945 that has historic and/or architectural significance
- **Historic Landmark** – a building, over 50 years old, that meets the eligibility criteria for listing in the National Register of Historic Places
- **Historic Property** – a building over 50 years old, that exemplifies a significant historic person, architect, architectural type, method of construction, culture, aesthetic, heritage, and/or grouping of buildings
- **Historic Cultural Resource** – a permanently-installed and historically-significant place, sign, bell, structure, artwork, example of workmanship, or related grouping

2. Application

Applications will be accepted when completed. Anyone needing assistance with completing the application is encouraged to contact the Lafayette Preservation Commission staff. For questions or assistance, call the Preservation Commission Staff Liaison at (337) 291-7193 or the Planning Division Secretary at (337) 291-7358, or send email inquiries to historicpreservation@lafayettela.gov.

3. Fees

No fees are required.

4. Meeting Attendance

Applicants and/or historic home owners are not required to be present at the meeting but are welcomed to attend. Lafayette Preservation Commission meetings are open to the public. For meeting information, please visit www.lafayettela.gov.

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1. Requested historic status: (Check one)

- | | |
|--|---|
| <input type="checkbox"/> Historic Neighborhood | <input type="checkbox"/> Historic Property |
| <input type="checkbox"/> Historic Landmark | <input type="checkbox"/> Historic Cultural Resource |

2. Name of property owner (not required for historic neighborhood applications):

Mailing address: _____
City, state, zip code: _____
Telephone number: _____ Email: _____

3. Name of applicant(s): _____
Mailing address: _____
City, state, zip code: _____
Telephone number: _____ Email: _____

4. Description of historic asset, historic evidence*, reasons, and justifications for historic designation, using additional pages as needed. Please contact the Lafayette Preservation Commission staff for assistance with completing this part of the application.

email: historicpreservation@lafayettela.gov

Phone: (337) 291-7193

*Resources for Researching Historic Evidence and Information:

- Lafayette Parish Clerk of Court Conveyance Records, 800 South Buchanan Street
- Lafayette Parish Assessor's Records Database, 1010 Lafayette Street, Suite 402
- Sanborn Fire Insurance Historical Maps, Lafayette Public Library online
- Center for Louisiana Studies at Edith Garland Dupré Library, 400 E. St. Mary Boulevard, Room 321
- Louisiana Room at Edith Garland Dupré Library, 400 E. Saint Mary Boulevard
- Genealogical Room at Lafayette Public Library, 301 West Congress Street

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5. Address, or legal description of property, or neighborhood boundaries, whichever is applicable, of proposed Historic Neighborhood, Historic Landmark, Historic Property, or Historic Cultural Resource

6. Requested name of historic asset:

(Name to be approved or modified by Preservation Commission during designation hearing.)

7. Owner approval of Historic Designation (Or applicant, when applying for Historic Neighborhood):

I, _____, the undersigned, hereby certify that I am
Please Print Name

the legal owner or the legal owner's representative of, or in the case of Historic Neighborhood applications, a resident property owner within, the above-referenced historic asset, or I am a member in good standing of the Lafayette Preservation Commission.

I approve historic designation of the above-referenced historic asset to be included in the official Lafayette Historic Register, and I consent to allow the appropriate City-Parish employee(s) to inspect the asset described in this application for purposes of preparing required reports, including photographs. I have read and understand the restrictions outlined in the Lafayette Development Code regarding modifications to and demolition of architectural and landscape elements associated with historic assets listed on the Lafayette Historic Register.

Signature

Date