



2022 HISTORIC LANDMARK DESIGNATION NOMINATION FORM (Revised 1/1/2022)

Project # \_\_\_\_\_ Fee: \$56.00 (plus publication & recording fees)

Owner's Name \_\_\_\_\_ Mailing Address \_\_\_\_\_ Phone Number(s) \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Applicant's Name (if different from owner) \_\_\_\_\_ Mailing Address \_\_\_\_\_ Phone Number(s) \_\_\_\_\_

Name of Building or Site \_\_\_\_\_

Name of Builder and/or Architect (if known) \_\_\_\_\_

Site Address \_\_\_\_\_

Legal Description Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_

Date of Construction \_\_\_\_\_ Type of Construction \_\_\_\_\_

Qualification for a Local Historic Landmark Designation is based upon Section 2.44.030 of the Municipal Code and the attached criteria.

1. Describe how the property is historical significant through its: architectural design; association with an historic event, period or person; physical impact and location within the City; and potential to provide important information concerning the history of Woodland Park.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Is the structure in its original condition or accurately restored materials that maintains its original historic character? Yes No If No, describe. \_\_\_\_\_

\_\_\_\_\_

3. What alterations or additions if any have been added to the exterior of the structure? \_\_\_\_\_

\_\_\_\_\_

Please attach 6 copies of color photos from the street view.

I certify that the information and exhibits herein submitted are true and correct to the best of my knowledge.

Property Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

(The Applicant's Signature is needed only if different from the property owner.)

**This Section To Be Completed By City Planning Department Staff**

1. Submission \_\_\_\_\_, 20\_\_, taken by \_\_\_\_\_  
(Within 60 days of receiving written consent the Committee will hold a Public Hearing.)
2. Fee Received \_\_\_\_\_, 20\_\_, taken by \_\_\_\_\_
3. Historic Preservation Committee Public Hearing date \_\_\_\_\_, 20\_\_.
4. Public Hearing Notice shall be published 15 days prior to Historical Preservation Comm. Hearing.  
Send to newspaper \_\_\_\_\_, 20 \_\_\_\_  
Publication date \_\_\_\_\_, 20 \_\_\_\_
5. Historical Preservation Committee action of approval or denial is referred to City Council via the City Council's Packet one week prior to First Reading of the Ordinance on \_\_\_\_\_, 20\_\_. (Within 30 days of the referral, the City Council will hold a Public Hearing.)
6. Public Hearing Notice shall be published 15 days prior to City Council hearing.  
Send to newspaper \_\_\_\_\_, 20 \_\_\_\_  
Publication date \_\_\_\_\_, 20 \_\_\_\_
7. City Council First Reading of the Ordinance on \_\_\_\_\_, 20\_\_.
8. City Council Public Hearing set for \_\_\_\_\_, 20\_\_.
9. Letter of public hearing to applicant or property owner is sent \_\_\_\_\_, 20\_\_.  
(Within 15 days of the hearing, the property owner shall be noticed in writing.)
10. Letter of Approval/Denial to applicant sent \_\_\_\_\_, 20\_\_.

**In accordance with Resolution 602, Series 2003**, the Criteria for a Local Landmark Designation of an individually owned residential or commercial building, structure, object or landscape including the following area of analysis:

1. The structure should be at least fifty years old.
2. The property is historically significant through one or more of its:
  - a. architectural design,
  - b. association with an historical event, period or person,
  - c. physical impact and location within the City of Woodland Park,
  - d. potential to provide important information concerning the history of Woodland Park
3. The structure should have sufficient original or accurately restored materials that maintain its original historic character.