



## HISTORIC DETERMINATION APPLICATION

Per TRPA [Code of Ordinance](#) Chapter 67-Historic Resource Protection, properties greater than 50 years in age may be eligible for designation as a historic resource. To qualify as a historic resource, specific criteria must be met. Historic resources may be associated with historically significant people, events, and sites, or may embody distinctive architectural characteristics.

### I. APPLICATION PROCESS

**Step 1: Determine if a Historic Determination is needed for your property.** TRPA requires a historic determination be completed for all properties greater than 50 years in age prior to obtaining approval for a project that would potentially impact a historic resource (addition, demolition, etc.). Review your property information on the [parcel tracker](#) to see if a Historic Determination has already been completed. Please note that properties located in Placer County will need to submit to Placer County Museums Division prior to submitting to TRPA.

**Step 2: Gather supporting information and complete the application.** Refer to the application checklist in this packet for a full list of items to submit with the application.

**Step 3: Submit your application and supporting documentation to TRPA.** There are several options to submit your application. You can mail it in, drop it off at the front counter, or apply [online](#). If you apply online, you will need to create an account, fill in contact information/property information, and upload the application and all supporting documentation.

**Step 4: TRPA staff will review the application and determine the level of review.**

Express Check Determination: Most properties can be reviewed as an express check determination, which have a fast turn-around and do not require an application fee. You will receive a letter stating the results of the determination.

Full Historic Review: If TRPA staff is unable to make a determination based on the information submitted, consultation with the State Historic Preservation Office (SHPO) may be necessary. In this case, TRPA staff will contact you to request additional information and an [application fee](#).

**Step 5: Understand the results of your determination.**

Not Historically Significant: If your property is determined not to be a historic resource, you may proceed with a modification or demolition project in accordance with TRPA and/or local jurisdiction review. Your project will not require any additional historic review or mitigation.

Eligible as a historic resource: If your property is determined to be historically significant, you may still proceed with a project to alter and/or demolish the structures. Such projects will require Hearings Officer review and public hearing. Mitigation, such as submittal of a resource recovery plan to be reviewed by SHPO, will be determined by staff during project review.



## HISTORIC DETERMINATION APPLICATION

**Applicant** \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Zip Code \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

**Representative or Agent** \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Zip Code \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

**Owner** \_\_\_\_\_  Same as Applicant

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Zip Code \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

**Project Location/Assessor's Parcel Number (APN)** \_\_\_\_\_

Street Address \_\_\_\_\_

County \_\_\_\_\_ Previous APN (if any) \_\_\_\_\_

**Property Access/Restriction Information** (gates, dogs, etc.)  Yes  No

**Property Restrictions/Easements** *(List any deed restrictions, easements or other restrictions below in the space provided.)*

None \_\_\_\_\_

I hereby declare under penalty of perjury that all property restrictions and easements have been fully disclosed. **Initial here:** \_\_\_\_\_

### APPLICATION CHECKLIST

- Completed and signed application form
- Exterior photographs that clearly show the condition of all four sides of the building (If part of cluster of buildings, please include a photograph that shows the structure in context with nearby buildings)
- Proof of the age of the building, including County Assessor's Original Building Record (Please note that records retrieved from the Internet are not acceptable) or personal records
- Written description of proposed demolition or alteration to the buildings on the property

## APPLICATION SIGNATURES

### DECLARATION:

I hereby declare under penalty of perjury that this application and all information submitted as part of this application is true and accurate to the best of my knowledge. I am the owner of the subject property or have been authorized in writing by the owner(s) of the subject property to represent this application, and I have obtained authorization to submit this application from any other necessary parties holding an interest in the subject property. I understand it is my obligation to obtain such authorization, and I further understand that TRPA accepts no responsibility for informing these parties or obtaining their authorization. I understand that should any information or representation submitted in connection with this application be inaccurate, erroneous, or incomplete, TRPA may rescind any approval or take other appropriate action. I hereby authorize TRPA to access the property for the purpose of site visits. I understand that additional information may be required by TRPA to review this project.

### Signature:

\_\_\_\_\_ At \_\_\_\_\_ Date: \_\_\_\_\_  
*Owner or Person Preparing Application County*

### AUTHORIZATION FOR REPRESENTATION:

*Complete this section only if an agent or consultant is submitting this application on behalf of the property owner.*

The following person(s) own the subject property (**Assessor's Parcel Number(s)** \_\_\_\_\_) or have sufficient interest therein (such as a power of attorney) to make application to TRPA:

### Print Owner(s) Name(s):

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

I/We authorize \_\_\_\_\_ to act as my/our representative in connection with this application to TRPA for the subject property and agree to be bound by said representative. I understand that additional information may be required by TRPA beyond that submitted by my representative, to review this project. Any cancellation of this authorization shall not be effective until receipt of written notification of same by TRPA. I also understand that should any information or representation submitted in connection with this application be incorrect or untrue, TRPA may rescind any approval or take other appropriate action. I further accept that if this project is approved, I, as the permittee, will be held responsible for any and all permit conditions.

### Owner(s) Signature(s):

\_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_ Date: \_\_\_\_\_

### FOR OFFICE USE ONLY

File Number: \_\_\_\_\_  
Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_  
Filing Fee: \$ \_\_\_\_\_ Receipt No.: \_\_\_\_\_