

TRUST FOR ARCHITECTURAL EASEMENTS

PROPOSED MODIFICATION REQUEST

I, _____, request that the Trust for Architectural Easements (the Trust) review the following proposed modifications to the subject property's exterior and/or landscape in conformance with the terms of the historic preservation easement. I am the owner of the above-listed property and am familiar with the work proposed. The information provided is correct and complete to the best of my knowledge.

SUBJECT PROPERTY

PROPERTY

Address: _____
City: _____ State: _____ ZIP: _____

OWNER

Owner: _____ Daytime Phone: _____ Cell: _____
Company, Corporation, Organization (if applicable): _____
Contact/Relationship: _____ Daytime Phone: _____ Cell: _____
Mailing Address (if different than subject property): _____
City: _____ State: _____ ZIP: _____
Fax: _____ Email Address: _____ Preferred Contact Method: _____

ARCHITECT/ENGINEER

Name: _____ Daytime Phone Number: _____
Company: _____
Address: _____
City: _____ State: _____ ZIP: _____

CONTRACTOR

Name: _____ Daytime Phone Number: _____
Company: _____
Address: _____
City: _____ State: _____ ZIP: _____

Reviews generally take 30 days. If the review will take longer, the Trust will contact you with an approximate decision date. No work may be initiated prior to receiving the written statement of no objection from the Trust for Architectural Easements. A statement of non-objection from the Trust does not relieve the owner of responsibility to seek and obtain all necessary building permits and/or approvals from all applicable local government agencies.

PROPERTY OWNER:

Signature

Printed Name

Date

(If legal entity, name of entity and name and title of authorized signatory.)

FOR TRUST FOR ARCHITECTURAL EASEMENTS USE ONLY

Date Received: _____ Decision Date: _____

Reviewed By: _____ Property ID: _____

Comments: _____

___ No Objection ___ Objection ___ Partial Objection By: _____



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www.architecturaltrust.org

DETAILED DESCRIPTION OF PROPOSED WORK

(USE ADDITIONAL SHEETS AND ATTACHMENTS AS NECESSARY.)

Please describe each proposed modification separately (e.g. replace existing 6-over-6 sashes with 1-over-1 sashes, replace the wood-and-glass door with a solid six-panel door) and include all relevant information. Insufficient detail will result in the request for additional information and a delay in the review process. Describe the existing condition of the building and the proposed condition of the building. For restorations, also provide documentation regarding the historic or original condition of the building if available. The owner or owner's agent may use photographs, drawings, renderings, photomontages, material samples, and written specifications to complete the description.

It is recommended that the applicant review the Trust's preservation guidelines at www.architecturaltrust.org and those provided by the Department of Interior at www.cr.nps.gov/hps/tps/standguide/index.htm prior to submitting this form.

DESCRIPTION:

OWNER INITIALS: _____

PAGE _____ **OF** _____