



400 Main Street Cottage Grove, OR 97424

File No.: _____
Date Submitted by Applicant: _____
Date Deemed Complete: _____

2010 HISTORIC RENOVATION GRANT PROGRAM APPLICATION

To: City of Cottage Grove Historic Landmarks Commission

A. Applicant

- 1. Name: _____ Phone No.: _____
- 2. Mailing Address: _____
- 3. Status: Owner Agent

Note: If agent you must have owner's consent and signature.

B. Owner (if not applicant)

- 4. Owner's Name: _____ Phone No.: _____
- 5. Owner's Mailing Address: _____

C. Location of Property

- 6. Address/Location: _____
- 7. Map & Tax Lot Number (*attach legal description if necessary*): _____
- 8. Present Use: _____

D. Proposed Renovation:

- 9. Describe proposed Renovation/Restoration/Maintenance Project (NOTE: SOME ALTERATIONS MAY REQUIRE HISTORIC REVIEW AND/OR BUILDING PERMITS):

- 10. Expected Cost of total project: _____

E. Required Plans:

A **site plan** indicating location of the structure on the property and the location of the proposed alteration(s) is required. **Diagrams** shall show the proposed alterations indicating style and type of materials proposed to be used. Scaled free-hand drawings are acceptable.

F. Photographs:

Submit “before” photos of the project site. “During work and after” photographs are required upon completion of the project. Digital photos should be submitted on disk or via email to planner@cottagegrove.org.

G. Narrative:

The following are definitions of the various types of work activities noted in the Secretary of the Interior’s Standards for the Treatment of Historic Properties. They are for reference when identifying the type of work proposed in this grant application.

PRESERVATION focuses on the maintenance and repair of existing historic materials and retention of a property’s form as it has evolved over time.

REHABILITATION acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property’s historic character.

RESTORATION depicts a property at a particular period of time in its history, while removing evidence of other periods.

RECONSTRUCTION recreates vanished or non-surviving portions of a property for interpretive purposes.

Historic or Preservation Significance: Describe how the project will enhance the historical nature of, or preserve, renovate or rebuild, the historic aspects of the structure.

Historic Documentation: Indicate any physical evidence such as old paint lines, original moldings, historic photographs, etc. that support your request to alter the exterior.

FILING INFORMATION: Historic Landmarks Commission will review the applications on a first-come, first-served basis. A **pre-application meeting** with the City Planner is required prior to the acceptance of the application as complete. Only complete applications will be scheduled for review.

NOTE: The City may be able to provide some historic technical assistance and/or design assistance on your proposal. Contact the City Planner at (541) 942-3340 or planner@cottagegrove.org for information.