CITY OF SANTA MONICA – CITY PLANNING DIVISION
HISTORIC DISTRICT DESIGNATION APPLICATION

Applications must be submitted, by appointment, at the City Planning public counter, Room 111 at City Hall. City Hall is located at 1685 Main Street, Santa Monica, CA 90401. If you have any questions completing this application you may call the City Planning Division at (310) 458-8341.

PROJECT ADDRESS:
Land Use Element District: ____________________ Zoning District: ________________
Legal Description: ____________________________

APPLICANT:
Name: ____________________________
Address: ____________________________ Zip: ____________________________
Phone: ____________________________ Email: ____________________________

CONTACT PERSON: (if different)
Name: ____________________________
Address: ____________________________ Zip: ____________________________
Phone: ____________________________ Email: ____________________________
Relation to applicant: ____________________________

PROPOSED DISTRICT BOUNDARIES:
Legal Description of Area (lots, blocks, tracts): ____________________________
Subject improvements are generally known as (if applicable):

Are property owners within the proposed district aware of this application?
☐ Yes    ☐ No

Is the proposed district identified in the Santa Monica Historic Resources Inventory:
☐ Yes: ____________________________ ☐ No

This section to be completed by City staff
Received By: ____________________________ Amount Paid: $ ____________________________
Date Submitted: ____________________________ Check No.: ____________________________

City Planning Division
Planning and Community Development Department
(310) 458-8341
www.smgov.net/planning
BACKGROUND INFORMATION:

Please attach additional sheets if necessary to provide sufficient information regarding the potential district.

Description of potential district boundaries:
Please explain why this area is proposed.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Statement of historic importance:
Please provide a narrative of the history of the area/neighborhood and the Period of Significance for the proposed district.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Statement of architectural significance:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Person(s) of historic importance: ____________________________________
________________________________________________________________________
________________________________________________________________________

Statement of other significance: ________________________________________
________________________________________________________________________
________________________________________________________________________

Documents and publications referenced that relate directly to proposed district or its contributing structures (bibliography):
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
DOCUMENTATION OF BUILDINGS:

Please attach current photographs, labeled with street addresses, of all structures and significant urban design features or other elements within the boundaries of the proposed historic district. Please provide the following information regarding each structure if known:

Date of construction: ____________________________  □ Factual  □ Estimated
Source: _______________________________________
Architect/Designer/Engineer: _______________________
Contractor/ Other builder: _________________________
Architectural Style: ______________________________
Historic Use of Structure(s): _______________________
Present Use of Structure(s): _______________________
Is/Are structure(s) on original site: □ Yes □ No □ Unknown

LOCATION MAP:

Please provide a location map showing the boundaries of the historic district being proposed. Label all structures, urban design features, and other elements to be included in the proposed designation. Please include streets and roads and show distance from nearest major intersection. Please also show a north arrow on the map.

APPLICATION REQUIREMENTS:

☐ Completed application and payment of fee

☐ Any information you feel would be of assistance in reviewing the application, such as original plans, historic photos, or other historical information.

I hereby certify that the information contained in this application is correct to the best of my knowledge.

Applicant’s Name (PRINT)  Applicant’s Signature  Date