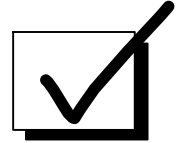


City of Rancho Cucamonga  
 Planning Department  
 (909) 477-2750

## **CHECKLIST FOR Historic Landmark Alteration Permit**



**A Landmark Alteration Permit may be granted by the Historic Preservation Committee if one of the following conditions is met, in accordance with Title 2.24.120 of Ordinance 70:**

- ✓ **The alteration will not be detrimental to a structure or feature of significant aesthetic, cultural, architectural, or engineering interest or value of an historic nature.**
- ✓ **The alteration is necessary to correct an unsafe or dangerous condition on the property.**
- ✓ **The applicant has demonstrated denial of the application will result in immediate or substantial hardship.**

### **SECTION 1: Filing Requirements**

- 1. *Uniform Application Parts 1 and 3.*
- 2. *Plans describing the size, height, and appearance of the proposed work.*
- 3. *One site plan indicating the proposed alteration, location of existing structures, and location of structures on adjacent properties. (See attached example).*
- 4. *A written justification outlining the reasons for alteration and explaining how this alteration is compatible with the historical nature of the landmark.*
- 5. *If the application is for demolition, provide a written justification and an economic feasibility report.*

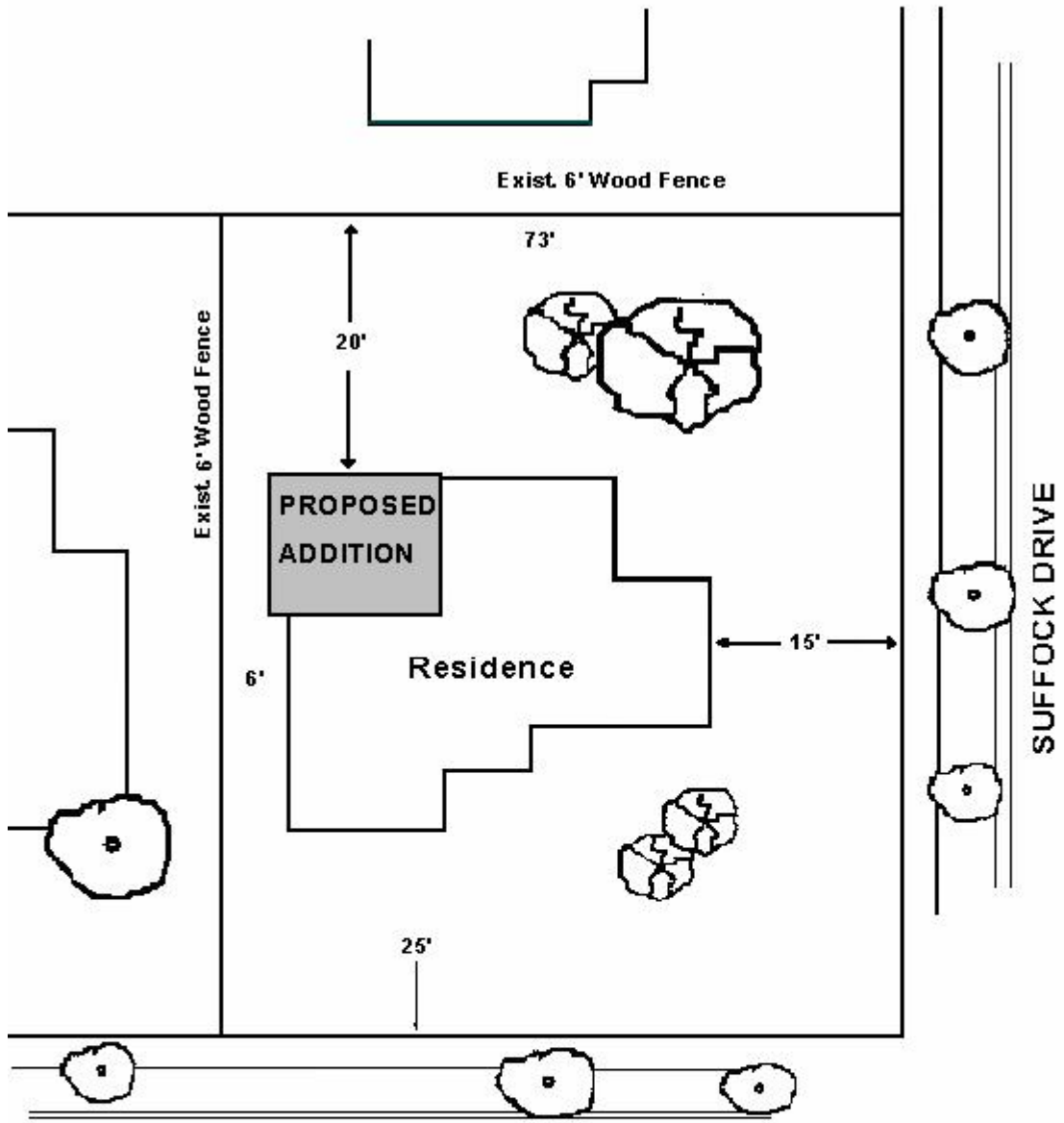
### **SECTION 2: Filing Fees**

- Residential Alteration ..... No Fee
- Non-Residential Alteration ..... See current fee list.

### **SECTION 3: Approval Process**

- 1. *Prior to granting a landmark alteration permit, the Historic Preservation Committee shall hold a public hearing.*
- 2. *The Historic Preservation Committee may: (1) grant approval as requested by the applicant, (2) grant approval in a modified form, or (3) deny the application.*
- 3. *Notice of appeal to the City Council must be filed with the City Clerk within ten days following the action of the Historic Preservation Committee.*

# SAMPLE



NORFOLK STREET

Name  
Address  
Phone  
APN