

PUBLIC HEARING FORM FOR HISTORIC DISTRICTS

A historic district is comprised of two or more tax parcels and two or more unmarried or unrelated owners. A public hearing is required to take place as part of the nomination process for every historic district.

Please coordinate with DHR Regional staff and the locality where the district is located to prepare and submit this form. DHR staff will host the public hearing.

Consultants should be prepared to make a brief presentation at the hearing that describes the historic district's historical and/or architectural significance, and the methods by which the survey and nomination processes were completed.

DISTRICT INFORMATION

Full Name of District: _____

Location (City or County [and Town if applicable]): _____

PUBLIC HEARING PARTICULARS

Meeting Day: _____

Meeting Date: _____

Meeting Time: _____

Location (Name of Facility): _____

NOTE: The meeting facility must be universally accessible/handicapped accessible.

Physical Address: _____
(street, city, zip) _____

Local contact person for facility & telephone number: _____

LEGAL NOTICES AND LOCAL NEWSPAPER

DHR is required to publish a public notice about the public hearing in a local newspaper. Notices are required to be published twice for at least two consecutive weeks, with the second notice published no later than 6 days in advance of the hearing date.

Please suggest a local newspaper with a circulation that reaches a broad, local audience. DHR will purchase a minimum of two legal notices.

Name of newspaper: _____

Website of newspaper: _____

LOCAL GOVERNMENT

Local government staff contacted and phone number: _____

Date of contact with local government staff: _____

INFORMATION SUBMITTED BY:

Name: _____ Date: _____

Signed: _____

Public Hearing Schedule

**PLEASE EMAIL COMPLETED FORM TO THE DHR REGIONAL PRESERVATION OFFICE
STAFFMEMBER WITH WHOM YOU ARE WORKING ON THE NOMINATION**