



City of White Plains Historic Preservation Commission

LANDMARK FORM

Instructions:

This form is used by a property owner for making an application for local landmark or historic district status under the City of White Plains Historic Preservation Law. Please fill out this application completely. If an item does not apply to the property, please enter “N/A” for “not applicable” rather than leave the item blank. If additional space is needed, please use clearly marked continuation sheets.

For individual landmarks: Please attach exterior photographs of the building, structure, site or object and a site map illustrating the characteristics enumerated in [Municipal Code Section 9-6-3 \(b\)](#) (see also: Appendix 1).

For historic districts: Please attach a map showing the boundaries of the proposed district and the location of buildings, structures, sites or objects therein. Please also attach the name and address of every property owner within the proposed district.

Applicants may attach any other information that they believe the Commission may reasonably find necessary to consider an application for proposed designation.

Upon completion, please mail this application and all supporting documentation to:

White Plains Historic Preservation Commission

Robert Hoch, Chair

c/o Building Department

70 Church Street

White Plains, NY 10601

TEL (914) 422-1269

FAX (914) 422-1471

Documentation must be received no later than two (2) weeks prior to the regularly scheduled meeting which is typically held on the second Wednesday of the month

WHITE PLAINS HISTORIC PRESERVATION COMMISSION
NOMINATION FOR
DESIGNATION OF LANDMARK OR HISTORIC DISTRICT

(Pursuant to Title IX of the White Plains Municipal Code)

APPLICANT INFORMATION

Please Note: Only the property owner or the White Plains Historic Preservation Commission may initiate an application for the designation of a local landmark or historic district (see Sec. 9-6-3 White Plains Municipal Code).

Applicant Name: _____

Mailing Address: _____

Telephone: _____

Email: _____

If applicant is acting through an authorized agent or legal representative, identify agent's name, address and telephone:

PROPERTY INFORMATION

Designation Sought
(check one): _____ Landmark _____ Historic District

Please Note: Additional sheets may be added to this application if necessary to answer any or all of the questions below. For designation of a "Historic District," please include, as a separate appendix to this application, the "Property Information" requested below for each and every property located within said proposed district, which is believed to meet the criteria as an individual landmark.

Property Address: _____

Name of Property
(if applicable): _____

Tax Map ID No.: _____

Zoning Classification: _____

Parcel Size: _____

Present Use
of Property: _____

Historic Use of
Property (if applicable): _____

Year of Construction: _____

Original architect
(if known): _____

Original builder
(if known): _____

Original and subsequent owners of the property, including dates of ownership (if known):

Describe the architectural style of the property:

Describe primary building materials:

Foundation: _____ Roof: _____
Walls: _____ Other: _____

How does the property in its present condition materially differ from the property as originally constructed? Describe material alterations or additions to the property subsequent to its original construction (include dates if known):

Describe the present condition of the property:

Describe site and surroundings (*e.g.*, outbuildings, landscaping, neighborhood):

Are there any presently known threats to the property?

 Yes

 No

If yes, describe:

Is the property associated with any personages
of historic significance?

 Yes

 No

If yes, identify and explain:

Describe the physical elements, qualities, architectural style, period and historical significance represented by the property/area, including a consideration of design, scale, material workmanship and spatial qualities, as relevant. Indicate relevant sources of information.

Please explain how the building, structure, site, object, or district meets the criteria of “landmark” as provided in Municipal Code Section 9-6-3 (b) (i.e., why it merits designation as a landmark or historic district). In the case of an historic district, provide a justification of the boundaries of the district.

Please include exterior photographs of the building, structure, site or object which is the subject of this application, and a site map illustrating the characteristics enumerated in Municipal Code Section 9-6-3(b) (multiple photographs and maps may be included as an exhibit to this application).

CERTIFICATION

APPLICANT: I hereby certify that this application is accurate and complete to the best of my knowledge, and that I am the owner in fee simple of said property located at _____, or I am the authorized agent of said owner.

Please Note: Applications submitted by property owners for a "Historic District" should include this "Certification" from all owners of properties located in such district that are believed to individually meet the criteria for landmark status. Applicant may include multiple pages to reflect such certifications.

Applicant's Signature: _____ Date: _____

OFFICE USE ONLY

HPC Project No. _____

Submittal Date: _____

Approval Date: _____

Denial Date: _____

Appendix 1:

City of White Plains Historic Preservation Law

Sec. 9-6-3. - Designation of local landmarks or historic districts.

(b) *Criteria.*

(1) *Individual landmarks.* The commission may designate an individual property as a local landmark if it:

- a. Possesses special character, historic, aesthetic interest or value as part of the cultural, political, economic or social history of the city, region, state or nation; or
- b. Derives its primary significance from architectural or artistic distinction or historical importance; or
- c. Identifies with persons or events significant in local, state, or national history; or
- d. Is a cemetery that derives its primary importance from graves of persons of transcendent importance, from age, from distinctive design features, or from association with historic events; or
- e. Is the birthplace or grave of a historical figure of outstanding importance; or
- f. Embodies the distinguishing characteristics of an architectural style; or
- g. Is the work of a noted designer, architect, or builder; or
- h. The property has yielded or may be likely to yield information important to the study of the prehistory or history of the region, state, or nation.

(2) *Historic districts.*

- a. The commission may designate a group of properties as a historic district if the majority of properties contained therein meet one or more of the criteria for designation of an individual landmark.
- b. Historic buildings, structures, and sites must possess identified historic or architectural merit of a degree warranting their preservation.
- c. Districts may be geographic or thematic in nature.