



CITY OF SANTA FE HISTORIC PRESERVATION DIVISION HISTORIC DISTRICTS APPLICATION

Applicant Information (to be completed by the Applicant)

Date: _____ Location of Project: _____

Applicant

Name: _____

Phone: _____ Email: _____

Property Owner

Name: _____

Phone: _____ Email: _____

Proposed Work:

At a minimum these materials will be required in addition to this application form:

- Proposal letter stating the details of the scope of work.
- Site plan or map of the project area with the location of the work noted on the map.
- Photos of the current condition of the areas of work.
- Scaled floor plan and elevations if appropriate to your project.

Provide all information digitally to mgsargent@santafenm.gov. See the HPD webpage for detailed instruction. <https://www.santafenm.gov/land-use/historic-preservation/hpd-procedures>

Examples of Maintenance and Repair Requests:

Re-roof	*Solar	Concrete	Stucco and Paint
Skylights	Brick Coping	Hardscaping	*Windows and Doors
Canales	*Fences, Walls, and Gates	Exterior Lights	Mechanical Equipment

*May require HDRB approval.

Examples of HDRB Requests:

Demolition, Status Review, Removal of Historic Material, Additional Square Footage**, Remodel**, Window and Door Replacement**

**District dependent

Project Details Section (to be completed by Applicant)

Projects may require HDRB approval. Please submit this application form in addition to the list of materials and requirements for HDRB approval, which can be found at <https://www.santafenm.gov/land-use/historic-preservation/hdrb-hearings-and-cases> .

New Construction

Sq. Ft. of project: _____

Remodel

Sq. Ft. of project: _____

Construction Cost: _____

AFIDAVIT AUTHORIZING AGENT/APPLICANT

As the Owner and holder of title of the above listed property I/we authorize the Agent/Applicant to act on my/our behalf to execute this application.

Print Name _____

Signature _____