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Design Assistance Request

Date of Request: _____ Rendering Requested Site Visit Requested Recommendations Only

Exterior Design Assistance Interior Design Assistance

Building Information:

Local Program: _____

Director: _____

Building Address: _____

Building Owner: _____

Who is requesting assistance? (business/building owner): _____

When would they like construction to begin? _____

Constituent Email & Phone Number: _____

Is the building in a Historic District? Yes No On the National Register? Yes No

Is local design review required for this building? Yes No

Will the owner apply for historic tax credits for the project? Yes No

Will the owner apply for an HPRG for this project? Yes No

Are historic photos of this building available? (if yes, please attach) Yes No

Attachments:

Recent, clear photo of entire structure

Historic photo

Brief description of the project:

Note: All design requests must initially come from local directors. Allow 2-3 weeks turnaround for design to be delivered from the time all necessary information has been received.