An application for de-designation of a historic landmark may only be submitted by the owner of record of the nominated site. Applications and supporting documentation should be provided to:

**APPLICANT/OWNER OF RECORD**

Name(s):

Address:

Street Address of Property (if different from above)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The legal description of the property:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please provide a written statement describing the reasons in support of the proposed de-designation. Cite the specific criteria (there may be more than one) under which you are seeking de-designation. Attach additional information if necessary.

|  |  |  |  |
| --- | --- | --- | --- |
|  | (A) costs to comply with regulations; |  | (H) operating expenses; |
|  | (B) income generation; |  | (I) vacancy rates; |
|  | (C) availability of contractors to perform work; |  | (J) financing issues; |
|  | (D) real estate values; |  | (K) efforts to explore alternative uses for a property; |
|  | (E) assessed values and taxes; |  | (L) availability of economic incentives; |
|  | (F) revenue projections; |  | (M) recent efforts to sell or rent property |
|  | (G) current level of return; |  |  |

Provide the following information:

* Written documentation and evidence establishing that the Applicant is the current owner of record of the nominated property and consents to the proposed historic de-designation. Such documentation or evidence of record ownership shall include the most recent available title policy in the name of the Applicant or other evidence of record ownership acceptable to the City Planner.
* An overall site plan and front, side and rear photographs of the property. Restoration methods, material samples, etc., if applicable.
* Such other relevant information as requested by the Planning Department or the Commission.
* A list of all property owner of record within 300 feet of the subject property.
* Business size (4 ½” by 9 ½”), stamped envelopes addressed to all property owners on the list from the Auditor’s office. Do NOT put your return address on the envelopes. If using a stamp meter, do not date.

 Department of Planning & Community Development • City Hall • 100 Lincolnway West • Mishawaka, IN 46544 (574) 258-1625 Fax (574) 968-6999 www.Mishawaka.in.gov