

MILLS ACT CONTRACT APPLICATION

CITY OF SAN GABRIEL HISTORIC PRESERVATION

PLEASE COMPLETE THE FOLLOWING INFORMATION (REQUIRED) :

PROPERTY ADDRESS _____

ASSESSOR'S PARCEL NUMBER _____

PROPERTY OWNER NAME(S) _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

E-MAIL ADDRESS _____

TELEPHONE NO. _____

PROPERTY INFORMATION:

BUILDING SIZE (SQUARE FEET) _____

ASSESSED VALUE _____

THE PROPERTY OWNER(S) HEREBY DECLARE UNDER PENALTY OF PERJURY THAT ALL THE INFORMATION SUBMITTED FOR THIS APPLICATION IS TRUE AND CORRECT.

PROPERTY OWNER'S SIGNATURE

DATE

DATE FILED _____ RECEIPT NO. _____ PAID _____ RECEIVED BY _____

FILING REQUIREMENTS

In order for this application to be processed, the application must include all of the following materials. To ensure that your application package is complete, please check-off the boxes next to the required application materials.

- Completed application form
- An Ownership Disclosure is required if the property is owned by a corporation, partnership, trust, or non-profit. The disclosure must reveal the agent for service of process or an officer of the ownership entity. The disclosure must list the names and addresses of all the owners and you must attach a copy of the current corporate articles, partnership agreement, trust, or non-profit document, as applicable.
- A complete legal description and photographs of the property
- Grant Deed and Title Report. A title report shall be prepared by a title insurer, and dated no later than 90 days from the filing of the historic landmark application
- A rehabilitation plan/maintenance list of the work to be completed within the ten-year contract period, including cost estimates and the year in which the work will be completed
- A financial analysis form showing current property taxes and estimated taxes for the property under the contract
- Filing Fee – Per Council Resolution

CITY OF SAN GABRIEL
REHABILITATION / RESTORATION / MAINTENANCE WORK PLAN

PROPERTY ADDRESS: _____

Use this form for your rehabilitation, restoration, and maintenance plan and timeline. In this plan, include all of the expected maintenance, restoration, and replacement of historic features on the property. Do not include work related to modernization, remodels, or construction of new elements. Copy this page as necessary to include all items that apply to your property. Begin by listing recently completed rehabilitation/restoration/maintenance work (if applicable) and continue with work proposed to complete within the next 10 years in order of priority.

Maintenance Rehabilitation/Restoration Completed Proposed

Building Feature: _____

Cost \$ _____ (approximate) Contract Year of Proposed Work Completion: _____

Description of work:

Maintenance Rehabilitation/Restoration Completed Proposed

Building Feature: _____

Cost \$ _____ (approximate) Contract Year of Proposed Work Completion: _____

Description of work:

Maintenance Rehabilitation/Restoration Completed Proposed

Building Feature: _____

Cost \$ _____ (approximate) Contract Year of Proposed Work Completion: _____

Description of work:

Maintenance Rehabilitation/Restoration Completed Proposed

Building Feature: _____

Cost \$ _____ (approximate) Contract Year of Proposed Work Completion: _____

Description of work:

City of San Gabriel Mills Act Program
Sample Site Plan

123 SOUTH MAIN STREET
SOUTH MAIN STREET

