

Town of Waxhaw
1150 N. Broome St.
P.O. Box 617
Waxhaw, NC 28173
704-843-2195



www.waxhaw.com

Date Received: _____

Received By: _____

LOCAL HISTORIC LANDMARK APPLICATION

Application Number: LHL-_____-_____
(Application Number to be filled in by staff)

Date of Application _____-_____-_____

Property Owner Information

Name _____

Phone Number (Day) _____

Mailing Address _____

Property Information

Property Address _____

Name of Property (Common and Historic) _____

Parcel Number _____ Zoning _____

Are there structures existing on the property? ☐ Yes ☐ No Year Built _____

If yes, please list: _____

Describe the history of the property, including any alterations and dates of alterations _____

- ☐ I have met with the Town of Waxhaw staff to review my application request.
- ☐ I am aware of the Waxhaw Historic District Design Guidelines and how they will apply to my property.
- ☐ I have attached the necessary and requested additional information to fully describe the history of the property, including any current and historic photos.
- ☐ I am aware that Town of Waxhaw staff or WHPC members may enter upon private land at reasonable times to better understand the application request.

The Waxhaw Historic Preservation Commission (WHPC) meets the second Thursday of each month at 6:30 PM. This application must be submitted at least 30 days in advance of the meeting agenda on which you wish the WHPC to review the application.
To the best of my knowledge, all of the information herein submitted is accurate and complete.

Signature of Property Owner

Date

Signature of Applicant

Date

All of the information herein required has been submitted by the applicant and is included or attached with this application.

Signature of Zoning Administrator

Date

For Office Use Only

Completed Application Submitted on _____

Application reviewed by (staff member) _____

WHPC public meeting scheduled for _____

Public Notice Filed on _____ in _____

Notification to adjacent property owners mailed on _____

Action of the WHPC _____

Conditions, if any _____

Investigative Report submitted to the State Historic Preservation Office on _____

Comments received from the State Historic Preservation Office on _____

Comments, if any _____

Joint public hearing of the Waxhaw Board of Commissioners and WHPC held on _____

Public Notice Filed on _____ in _____

Notification to adjacent property owners mailed on _____