[National Register Online Portal User Guide | Georgia Department of Community Affairs (ga.gov)](https://www.dca.ga.gov/node/9065)

**Preliminary Eligibility Application – Historic Districts**

**National Register of Historic Places**

May 30, 2024

(please type or print)

**District Information:**

Name (current or common):

Other Name(s) (historic or other):

Location of District:

City, State, Zip:        County:

Acreage: Current:        Historic:

District Use(s)/types (ex: residence, school, farm, retail, warehouse, church, mill, battlefield):

Current:        Historic:

Date(s) of Development/Platting (if applicable):     Architect/Builder (if applicable/known):

**Significance:** Check the box(es) by the National Register criterion under which you believe this district is eligible. Refer to the National Park Service’s National Register Bulletin 15: *How to Apply the National Register Criteria for Evaluation* – pages 11-24 (https://www.nps.gov/subjects/nationalregister/upload/NRB-15\_web508.pdf).

You will elaborate on this selection in your “Brief History,” below.

Criterion A (event)

Criterion B (person)

Criterion C (design/construction (architecture))

Criterion D (information potential and/or archeology)

**Sponsor:**

Name(s):         Address: Street:

City, State. Zip:        County:

Telephone:        Email:

**Form Prepared By (if different than sponsor):**

Name(s):

Company/Organization: :

Address: Street:

City, State, Zip:        County:

Telephone:        Email:

**Neighborhood Association or Business Association (if neither is applicable, list municipal contact)**

NOTE: We recommend that you voluntarily contact these types of associations as early as possible in the process, as the nomination will not be able to move forward if a majority of property owners in the district object to the proposed National Register listing. These associations can help with informing property owners and also with information gathering.

Organization/Municipal Department:

Contact Name:

Address: Street:

City, State, Zip:        County:

Telephone:        Email:

**Date Submitted**:

**Reasons for Nominating the District (Explain all that apply):**

Recognition (explain):         Grant Assistance (explain; have you inquired as to the availability of grants or received a grant application?):

Tax Incentives (explain; have you inquired about the applicability of tax incentives or received application forms?):         Other public interest in this nomination (explain):

Brief history: Provide a brief history of the district and discuss why you are proposing this particular area for nomination. Why is the district important? When was it important? Why do you think that the district meets the National Register Criteria that you checked on page 1? How does this district represent a distinguishable entity of historically related properties? How is this district different from its surrounding areas?

Physical description: Provide a physical description of the district, including an overview of the types and dates of historic resources, as well as major new construction and large-scale changes that have occurred within the last 50 years. Fill in the blanks below and use this information to write a narrative.

**Overall Character** (ex: topography, patterns of development, bodies of water, setting, rural v. urban)

Historic:         Current:

**Pattern of Subdivision** (ex: grid pattern, curvilinear, follows natural terrain)

Historic:         Current:

**Distinct Parts, Areas or Sections of District** (ex: residential, commercial, public/government, agricultural)

Historic:         Current:

**Primary Building Types** (See website for building types: [Building Types and Architectural Styles | Georgia Department of Community Affairs (ga.gov)](https://www.dca.ga.gov/georgia-historic-preservation-division/national-register-research-survey/research-documentation-0)

Historic:         Current:

**Primary Building Styles** (ex: Greek Revival, Queen Anne, Craftsman) (note: not all resources have a style, and if architectural style is not relevant to this district, you should explain this in your narrative)

Historic:         Current:

**Landscape Characteristics** (ex: streetscapes, setbacks and yards,parks and squares, wooded areas):

Historic:         Current:

**Physical Features of Historic Transportation Routes** (ex: highways, streets, rail lines, streetcar lines):

Historic:         Current:

**Developmental highlights?** (include ALL major changes and dates; ex: annexed into city c. 1925; re-platted c.1934; agricultural acreage sold c. 1995, 5 buildings demolished in 1987).:

**Primary Landmark Buildings** (include type and construction date; ex: theater c. 1940, elementary school c. 1920, court house c. 1860):

**Archeological Potential**: Has there been an archeological survey in the district or are there known archeological resources in the district (ex: ruins, artifacts, foundation remains, etc.)? If so, explain:

*Scan this completed form along with the written Physical Description and Brief History together and submit as one single PDF.*

**Please submit all of the following items in PDF**

Recent color photographs: Provide clear, high-resolution photographs reflecting the current condition and appearance of the property. Compile these into a single PDF document of 8 ½ x 11-inch pages with no more than two photos per page. The minimum accepted photo size is 4” x 6” per photo. Please include the district name, city, and the date the photos were taken at the top of each page. Ensure that the photos are captioned with their number and printed in numerical order as numbered on the accompanying floorplans/site plan.

Be sure to show representative historic properties, nonhistoric buildings, and setting views. Provide two photographs per street and photographs of all landmark buildings. In general, provide a good representative number of photographs that convey all types of buildings and areas of the district. Please number the photos in consecutive order and identify each photo by number and directional arrow on the district map (see the attached sample map) so that we can take a visual tour of the district. We cannot review your submission without photographs. *Submit all of the photographs together as one single PDF.*

Tax Map: Provide a current tax parcel map of the area at legible scale (at least 1” = 200’ is recommended). Tax parcel maps are available from your county tax assessor’s office or your local government planning office. Indicate on the map a general boundary of the area you are interested in nominating (see the attached sample map). Please label all streets and include all addresses. Identify each photo by number and directional arrow on the map. **No aerial photos accepted.** *Submit the map as one single PDF.*

Sanborn Fire Insurance Maps (if available): Sanborn Fire Insurance Maps (Sanborn Maps) are highly detailed maps of America’s towns and cities, published between the 1870s and 1960s. They indicate the location, use, plan, construction materials, and number of stories of individual buildings in a community and are an invaluable research tool.  **If these are available for your district, you must provide them.** For more information on Sanborn Maps and where to locate them, see [**https://www.dca.ga.gov/sites/default/files/sanbornfireinsurancemaps\_0.pdf**](https://www.dca.ga.gov/sites/default/files/sanbornfireinsurancemaps_0.pdf)

*Submit Sanborn Fire Insurance Maps and other supporting documents such as historic photographs (below), newspapers, and/or historic maps together as one single PDF.*

Historic photographs: Provide copies of historic photographs of the area if available (please do not send originals). Historic photographs can be critical to our ability to advise you regarding eligibility, so please make an effort to find any available. These are often available at your local historical society or library.

*Submit Sanborn Fire Insurance Maps (above) and other supporting documents such as historic photographs, newspapers, and/or historic maps together as one single PDF.*

We will contact you via email after we review your district with a formal recommendation as to whether you should pursue nomination. Please remember that this initial submission is only preliminary documentation and does not guarantee eligibility. National Register nomination will require additional research and completion of the 10-900 form, which is available on our website. See website for more information about the full nomination process. Note that eligibility determinations expire after three years from the date of a determination letter. Even during those three years, eligibility may require reassessment if the district experiences significant changes or alterations. Please feel free to contact HPD’s National Register Specialist at 404-486-6377 or by email at [Donald.Rooney@dca.ga.gov](mailto:Donald.Rooney@dca.ga.gov) with any questions. If this form is more than one year old, please contact our office to see if an updated form is available. Submit your complete application, formatted into the four total PDFs described above, to the National Register Online Database as directed in the NR-TIGERS National Register External User Guide available at [National Register Online Portal User Guide | Georgia Department of Community Affairs (ga.gov)](https://www.dca.ga.gov/node/9065)

**SAMPLE DISTRICT MAP**

