

APPENDIX 2: SAMPLE HISTORIC PROPERTY RECORD AND HAZARD ASSESSMENT

SAMPLE HISTORIC PROPERTY RECORD AND HAZARD ASSESSMENT

Property Street Address:

City: _____ Property Inventory ID: _____
 Tax Parcel ID: _____ X,Y Coordinates: _____
 Construction Date (Tax Card): _____ Construction Date (Verified): _____
 Insurance Policy Value: _____ Insurance Policy ID: _____
 Last Date Form Updated: _____

<u>Historic Property Designation:</u>	YES	NO
Building is listed in the National Register of Historic Places:	<input type="checkbox"/>	<input type="checkbox"/>
Building is individually eligible for listing in the National Register of Historic Places:	<input type="checkbox"/>	<input type="checkbox"/>
Building is a state-designated historic property:	<input type="checkbox"/>	<input type="checkbox"/>
Building is a locally-designated historic property:	<input type="checkbox"/>	<input type="checkbox"/>
Building is in a local historic district:	<input type="checkbox"/>	<input type="checkbox"/>
Building is in a NRHP-listed historic district:	<input type="checkbox"/>	<input type="checkbox"/>
Building is in a NRHP-eligible historic district:	<input type="checkbox"/>	<input type="checkbox"/>
Name of district:	Contributing to district: <input type="checkbox"/>	Non-contributing to district: <input type="checkbox"/>

Description of Property

Classification:	Architectural Style:
Architectural Plan:	Number of Stories:
Foundation Type:	Approx. Elevation, Ground Surface:
Exterior Surface Materials: Primary Cladding: Secondary: Decorative:	Roof Type, Pitch and Material:
Window Number, Type & Material:	
Exterior Door Number, Type & Material:	
Exterior Decks and Stairs Number, Type & Material:	

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Property Street Address:

Foundation:	Special Needs:
Additions / Alterations:	
Overall Existing Condition: <input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor	Overall Historic Integrity: <input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor
Additional Description of Building:	

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APPLICATION BUILDING INTEGRITY ASSESSMENT	YES	NO
LOCATION Is the building in its original location?		
DESIGN Does the property retain its original form, massing, and scale?		
Has the original pattern of fenestration been retained?		
Have the character-defining features of the architectural style been preserved?		
SETTING Has the setting of the historic property been irrevocably compromised as a result of damage, neglect, or renovation?		
MATERIALS Have the key exterior materials of the building been lost due to modern renovations? (i.e. vinyl siding, roof replacement, window replacement, etc.)		
WORKMANSHIP Has the workmanship (i.e. carving, painting, graining, and joinery, etc.), been retained?		
FEELING Do the physical characteristics of the historic property convey a sense of feeling?		
ASSOCIATION Do the existing physical features of the historic property convey a sense of association to this particular neighborhood?		
OTHER Has inherent material damage, such as environmental or moisture problems, neglect, or improper maintenance compromised the integrity of the property?		
Has building renovations, removal of architectural features or ornamentation, improper re-pointing or cleaning, or insensitive additions compromised the integrity of the property?		
OVERALL ASSESSMENT		
Taking into consideration the above questions, does this property possess several or most of the aspects of integrity sufficient to convey its historic significance?		

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Property Street Address:

Application Parcel Location Map:



SAMPLE HISTORIC PROPERTY RECORD AND HAZARD ASSESSMENT

Property Street Address:

Photo #: 01	Date:	
Photo Direction:		
Description: Front elevation		

Photo #: 02	Date:	
Photo Direction:		
Description: Right Elevation		

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Property Street Address:

Photo # 03	Date:	
Photo Direction:		
Description: Left Elevation		

Photo # 04	Date:	
Photo Direction:		
Description: Rear Elevation		

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Property Street Address:

Photo # 05	Date:	
Photo Direction:		
Description: Close-up of primary entrance		

Photo # 06	Date:	
Photo Direction:		
Description: Close-up of typical window		

SAMPLE HISTORIC PROPERTY RECORD AND HAZARD ASSESSMENT

Property Street Address:

Photo # 07	Date:	
Photo Direction:		
Description: Close-up of primary exterior cladding		

Photo # 08	Date:	
Photo Direction:		
Description: Close-up of secondary cladding		

SAMPLE HISTORIC PROPERTY RECORD AND HAZARD ASSESSMENT

Property Street Address:

Located in Floodplain Zone:

NATURAL HAZARDS									
EVENT	PROBABILITY <i>Likelihood this will occur</i>	PROPERTY IMPACT <i>Physical losses and/or damage</i>	HUMAN IMPACT <i>Possibility of death and/or injury</i>	BUSINESS IMPACT <i>Interruption of services</i>	UNCONTROLLED RISK*	PREPAREDNESS <i>Ability to plan to reduce risk</i>	INTERNAL RESPONSE <i>Time, effectiveness, resources</i>	EXTERNAL RESPONSE <i>Community and supplies</i>	CONTROLLED RISK** <i>Severity</i>
SCORE	0 = N/A 1 = Low 2 = Medium 3 = High				0-4 = Low 5-8 = Medium 9-12 = High		0 = N/A 1 = Low 2 = Medium 3 = High		0-4 = Low 5-8 = Medium 9-12 = High
Electrical Fire									
Flood, External									
Flood, Internal									
Freezing Temperatures									
Hailstorm									
Heavy Snowfall									
Hurricane									
Ice Storm									
Mold									
Tornado									
Wildfire									

Risk Assessment Comments: