



Village of



Germantown

Willkommen

HISTORIC PRESERVATION
COMMISSION
N112 W17001 MEQUON ROAD
P.O. Box 337
GERMANTOWN, WI 53022-0337

APPLICATION PROCEDURE FOR HISTORIC DESIGNATION

- The procedure to acquire historic designation will begin upon receipt of a signed application, along with any documents and pictures.
- The Historic Preservation Commission shall tour the property to determine if it qualifies under the guidelines outlined in Section 26.04, of Chapter 26, of the Germantown Historic Preservation Code.
- The Commission will notify the Department of Public Works, the Parks and Recreation Department, the Fire and Police Departments, Building Inspection and Planning Department when considering a property for designation. Each department must inform the Commission of any or future project or condition that would directly affect the property.
- The commission will base their approval or denial of an application on information gathered on the application, on visual inspection of the property and on the comments from these departments.
- Upon approval by the Commission, any additional research to complete the application will be done at this time.
- The Commission will present the application, along with all supporting documentation and the \$75.00 application fee to the Plan Commission for their approval.
- If approved, it will then go the Village Board for final approval.
- The Commission will provide and present a plaque declaring the property as an historic property and shall supervise the installation of the plaque so that it is easily visible.