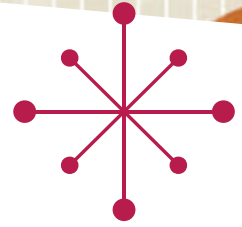


How Do I Apply To Alter My Historic Property

If your property is listed on the city of Las Vegas Historic Property Register, or is located within the boundaries of a locally designated historic district, there are certain procedures that must be followed for projects proposing to alter your property. These procedures, contained in the city of Las Vegas zoning code, Title 19.10.150 "Historic Designation," have been abbreviated for you here:



STEP 1: Whenever a building permit is required to alter, remodel, build, or otherwise develop an historic property, the applicant must first obtain the approval of the Historic Preservation Commission (HPC).



STEP 2: Apply for a building permit at the Planning & Development Department, 333 N. Rancho Drive. Depending on the nature of the work, you may be asked to submit an application for a "Certificate of Appropriateness." There is no additional fee for the C of A.

OR



STEP 3: If the work is considered to be "minor in nature," the application may be reviewed in house by the Historic Preservation Officer (HPO) and your permit may be approved that same day. Minor work can include: replacing roof shingles with the same type of roof shingles or window replacement and fencing.

STEP 3: If the work is considered to be "major in nature," then the proposed work must be heard by the HPC. Major work can include: room additions or solar panels.

STEP 4: The application must include drawings of the proposed work, photographs of the existing house and any manufacturer's brochures, if applicable.

STEP 5: Your permit will not be approved until the proposed work has been reviewed by the HPC at the next available HPC meeting.

STEP 6: The HPC will review your application and make a recommendation for approval or denial based on whether the proposed work is determined to be compatible with the historic context of the building or district (if applicable).

STEP 7: If the application is denied, you have the right to appeal to the city council.

The entire process can take time, depending on the scope of the proposed work. It is highly recommended that you contact the Historic Preservation Officer in advance to discuss the proposed work before submitting to the Department of Planning.



CONTACT

The City of Las Vegas Historic Preservation Officer
Department of Planning
702.229.5260
www.lasvegasnevada.gov/hp

