



Saint Paul Heritage Preservation Commission  
Department of Planning and Economic Development  
25 Fourth Street West, Suite 1400  
Saint Paul, MN 55102  
Phone: (651) 266-9078  
APPLYHPC@STPAUL.GOV

## HISTORIC PROPERTIES ENVIRONMENTAL ASSESSMENT WORKSHEET (EAW) REQUEST FOR DETERMINATION OF THRESHOLD

Minnesota law requires that an EAW (Environmental Assessment Worksheet) be completed before the City of Saint Paul may issue any permits for the destruction, in whole or part, and the moving of certain historic properties. This requirement applies to properties which are listed on the State and/or National Registers of Historic Places which is not locally designated. Listed properties may include individual sites, districts (grouping of properties), objects and even landscapes. \*Minnesota Statutes 116D.04 and Minnesota Rule 4410.4300 Subp. 31

For properties which are listed on the State and/or National Registers of Historic Places within the City of Saint Paul, the first step is for property owners to submit an application describing the proposed work with photos. Heritage Preservation staff will review the application to determine if the proposal meets the threshold and if further review is required.

Please refer to the **Historic Properties Environmental Assessment Worksheet (EAW) Initial Review Process Sheet** for more information and definitions related to this application. Evaluations are based on National Register of Historic Places criteria C (Architecture): *That embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction.*

### PROPERTY INFORMATION

ADDRESS TO BE EVALUATED: \_\_\_\_\_

PERMIT NUMBER FOR PROPOSED WORK: \_\_\_\_\_

DATE OF CONSTRUCTION OF AFFECTED STRUCTURE: \_\_\_\_\_  
(DOCUMENTATION SUPPORTING THIS DATE NEEDS TO BE PROVIDED)

### APPLICANT INFORMATION

APPLICANT NAME: \_\_\_\_\_

APPLICANT ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

APPLICANT PHONE: \_\_\_\_\_ APPLICANT E-MAIL: \_\_\_\_\_

FORM CONTINUES ON NEXT PAGE

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## PROPOSED WORK

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PLEASE CHECK ALL THAT APPLY:

- ☐ *Whole Destruction of any structure - including, but not limited to houses, structures, buildings, garages, carriage houses, sheds, summer kitchens, barns, etc.*
- ☐ *Removal of principal elevation component that alters the envelope of the structure - including, but not limited to porch, portico, turret, balcony, dormers, bay, principal entry, oriel window, palladian window, bow window, wheel window, lanterns, cupolas, etc.*
- ☐ *Removal of principal elevation component of a particular architectural style from a structure - including, but not limited to columns, detailed trim work, entablature features, bargeboard, gauged or corbeled brick work, chimney pots, pilasters, finials, ridge caps, trim work, timbering, etc.*
- ☐ *The re-establishment of historic features from the period of significance that are supported through physical or documented evidence.*
- ☐ *Removal of (check all that apply):*
  - ☐ *Secondary elevation porches or bays (only if they do not affect the principal elevation and are not visible from the public street)*
  - ☐ *Later Additions which are unsuitable or not genuine to the original architecture*
  - ☐ *Siding*
  - ☐ *Window(s)*
  - ☐ *Roofing*
  - ☐ *Decks*
  - ☐ *Signage*
  - ☐ *Mechanical*
  - ☐ *Skylights or solar*

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## DETAILED WRITTEN DESCRIPTION OF PROPOSED WORK

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(YOU MAY ALSO ATTACH A DETAILED WRITTEN DESCRIPTION)

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## APPLICATION SUBMITTAL REQUIREMENTS

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- ☐ *Scaled and dimensioned plans of the proposed project*
- ☐ *Photographs of all elevations, architectural features, and areas affected by the proposed work*
- ☐ *Documentation supporting date of construction of the affected property*

THIS FORM MUST BE COMPLETED IN ITS ENTIRETY AND ATTACHED TO THE SUBMITTAL REQUIREMENTS TO BE CONSIDERED FOR REVIEW