



**CITY OF ESCONDIDO**  
 Planning Division  
 201 North Broadway  
 Escondido, CA 92025-2798  
 (760) 839-4671  
 Fax: (760) 839-4313

FOR INTERNAL USE ONLY	
Case No.:	_____
Date Submitted:	_____
Project Planner:	_____
Fees:	_____
Receipt No.:	_____
<input type="checkbox"/> Incomplete	_____
	Date of Notice
<input type="checkbox"/> Complete	_____
	Date

**HISTORIC PROPERTY PRESERVATION  
 (MILLS ACT) APPLICATION AND AGREEMENT**

**APPLICANT/CONTACT PERSON**

Name (Print): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_  
 Signature: \_\_\_\_\_

**OWNER** (If multiple owners/addresses, attach additional sheets as necessary.)

Name (Print): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 (authorizing applicant to submit application)

**SITE INFORMATION**

Property Address: \_\_\_\_\_  
 Assessor's Parcel Number: \_\_\_\_\_  
 Historic Name: \_\_\_\_\_

**LANDMARK/LOCAL REGISTER INFORMATION**

Historic Designation:  
 Local       State       National  
 Date of Designation: \_\_\_\_\_  
 Local Register Listing:     Yes     No  
 Date of Listing: \_\_\_\_\_

**POTENTIAL STRUCTURE/PROPERTY IMPROVEMENT TIMELINE:**

Please list the improvements which are intended to take place over the next 10 years. List them in order of owner's priority. The improvements listed may be as specific or as general as the applicant prefers; however, physical alterations shall comply with the Secretary of Interior standards. Emergency maintenance not identified in this Agreement may be substituted for listed improvements. The listed improvements may be performed out of order, depending on the property owner's financial situation. Visits to the property by City representatives to monitor the progress will be performed every two to three years.

**PROPOSED IMPROVEMENTS**

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## **HISTORIC PROPERTY PRESERVATION (MILLS ACT) APPLICATION AND AGREEMENT**

An Historic Property Preservation Agreement provides tax relief for owners of qualified historic properties who agree to provide regular maintenance and make improvements to the structure and the site. In exchange for continued restoration of the property, the property owner is eligible for reduced property taxes per California Government Code Section 50280. This commitment by the property owner to maintain the City's historic resources will be a benefit to the community. Responses to the most frequently asked Mills Act Program questions can be found online on Planning Division's Historic Preservation web page.

Prior to submittal of an Historic Property Preservation Application and Agreement, a pre-application meeting with a member of the Planning staff will be necessary to answer any questions and to ensure that the minimum submittal requirements are met. Appointments for a pre-application meeting can be scheduled by contacting the Planning Division at (760) 839-4671.

### **Submittal Requirements**

1. Completed and signed application form.
2. Copy of Grant Deed.
3. Copy of preliminary title report, including complete legal description (within last 6 months).
4. Photos of exterior of property.
5. State of California Department of Parks & Recreation Forms 523a/b.
6. Complete chain of title delineating property ownership from date of construction.
7. Signed and initialed Draft Historic Property Preservation Agreement.

### **Procedure**

Once a complete application is submitted, the Planning staff will review the information for completeness. The Planner will schedule an appointment for an on-site inspection and review of the proposed improvements. The request will then be forwarded to the Historic Preservation Commission (HPC) for recommendation to the City Council. The City Council shall consider the request and vote to either approve or disapprove said request.

Once a request is approved and a contract is signed by the applicant and the City, it will be forwarded to the County Recorder's office for recordation. The recorded copy will be returned to the City for submission to the County Tax Assessor's office for implementation.

**All improvements proposed for the exterior of a historic resource shall be subject to a Certificate of Appropriateness prior to commencing work.**