



Request for Pre-Approval of Rehabilitation Work

Prior to undertaking any work that impacts a property under a conservation easement, please complete this form and submit it with representative “before” photographs, including exterior, interior, and detail shots of areas where work will occur. Architectural plans should also be included, if applicable. (see *Request for Pre-Approval of Work Instructions and Guidelines document*)

Submit the form to the Restore Oregon address below. Once it has been received, a staff person will contact you to arrange a time to discuss your planned work scope. Processing time is approximately 30 days.

The property owner is responsible for communicating any subsequent changes in work scope with Restore Oregon for preapproval and for completing the *Request for Final Inspection and Approval* form at the completion of the project.

Name of Property: _____

Address: _____

Project start date (estimated): Project end date (estimated): _____

Architect – name and contact information: _____

Project Description – *please attach a detailed description of the scope of the project and how it will impact the building’s historic fabric. Please discuss specific treatments and any new materials that will be introduced into the building.*

Name (printed): _____

Signature: _____ Date: _____

Organization/LLC (if applicable): _____

Address: _____

Telephone: _____ Email: _____

Restore Oregon Use Only

- Restore Oregon has reviewed this request and has determined that:
- The work as described above and in the submitted plans (if applicable) is consistent with the historic character of the property and meets the Secretary of Interior’s Standards.
- The work as described above and in the submitted plans (if applicable) is consistent with the historic character of the property and meets the Secretary of Interior’s Standards, if the following conditions listed below are met.
- The work as described above and in the submitted plans (if applicable) is not consistent with the historic character of the property and does not meet the Secretary of Interior’s Standards.

Conditions of Approval: _____

Signature: _____ Name Printed: _____

Date: _____