



## **ALABAMA HISTORICAL COMMISSION EASEMENT CHANGE/ALTERATION APPLICATION**

This form is intended to be used by Easement Property Owners and/or the Authorized Project Contact to initiate review of projects which require approval of the Alabama Historical Commission (AHC) as per the Deed of Easement. All Change/Alteration Request Applications must be submitted along with pertinent supplemental information in hard copy with an original signature. AHC Easement Program staff will evaluate the application for completeness and may require additional information to facilitate the AHC's review.

<b>1. Property Information</b>			
Property Name:			
Property Street Address:			
City:	County:	Zip:	
<b>2. Ownership Information</b>			
<b>Owner #1</b>			
Contact Name:			
Address:			
City:	County:	State:	Zip:
Phone:	Email:		
<b>Owner #2 (as applicable)</b>			
Contact Name:			
Address:			
City:	County:	Zip:	
Phone:	Email:		
<b>3. Authorized Project Contact (if different from owner)</b>			
Authorized Project Contact:			
Relationship to Owner:			
Address:			
City:	State:	Zip:	
Phone:	Email:		

\*For a copy of the easement document, contact Evelyn Causey 334.230.2696 / [Evelyn.Causey@ahc.alabama.gov](mailto:Evelyn.Causey@ahc.alabama.gov)

## **AHC Easement Change/Alteration Application Form**

Property name: \_\_\_\_\_

Property address: \_\_\_\_\_

### **4. Scope of Work**

Please provide a detailed work description. Include all proposed construction, reconstruction, improvement, enlargement, painting and decorating, alteration, demolition, maintenance or repair, and excavation. Attach additional sheets as necessary.

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Property name: \_\_\_\_\_  
Property address: \_\_\_\_\_

The Easement Property Owner and/or the Authorized Proposal Contact is encouraged to keep a duplicate copy of all application information sent to the Alabama Historical Commission, including photos and plans, as the AHC staff may need to discuss the application with the applicant during the review process.

Attachments (check all that apply):

- Change/Alteration Request Application with Original Signature of Property Owner or Authorized Project Contact;
- Good quality, current photos properly labeled and identified. Photos on CD or USB Flash Drive are acceptable;
- Site Plan showing the proposed work to the site;
- Floor plan(s); elevations, and other drawings as necessary showing proposed work to the property.

I hereby attest that the information I have provided in this application is, to the best of my knowledge, correct.

**\*\*Original signature of Property Owner or Authorized Project Contact required\*\***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_ Phone Number \_\_\_\_\_

Email \_\_\_\_\_

**Mail or Hand Deliver Application to:**

**Alabama Historical Commission  
Attn: Evelyn Causey  
468 S. Perry Street  
Montgomery, Alabama 36130-0900**