



**Lawrence Douglas County
Planning Office**

1 Riverfront Plaza, Ste 320, P.O. Box 708
Lawrence, KS 66044
(785) 832-7700 Fax (785) 832-3110
<http://www.lawrenceks.org/pds/>

NOMINATION TO THE LAWRENCE REGISTER OF HISTORIC PLACES CHECKLIST

Application materials must be submitted electronically via the [Citizen Self-Service Portal](#). If you are unable to provide the materials online, please contact the Planning Office at 785-832-7700.

- ☐ Complete Application (must be submitted electronically via the [Citizen Self-Service Portal](#).)
- ☐ Certified property owner list from the Douglas County Clerk's office for properties within 250' of the nominated property.
- ☐ At least one photograph of each elevation of the structure(s) and streetscape views.
- ☐ Legal description of nominated property.
- ☐ If the property is listed on the State and/or National Registers of Historic Places, copies of the applications for nomination and pertinent resources materials.
- ☐ Any additional documentation you believe is relevant to this nomination which you would like considered in the review process.
- ☐ The fee for application processing is \$10.00 for landmark nominations and \$50.00 for district nominations.

Research Resources

- Lawrence Public Library (707 Vermont Street, Lawrence)
<http://www.lawrence.lib.ks.us/research-resources/genealogy-and-local-history/>
- Watkins Museum of History (1047 Massachusetts Street, Lawrence)
<http://www.watkinsmuseum.org/index.php>
- Kenneth Spencer Research Library at the University of Kansas (1450 Poplar Lane, Lawrence)
<https://spencer.lib.ku.edu/>
- Kansas State Historical Society (6425 SW 6th Ave., Topeka, Kansas)
<http://www.kshs.org/>
- City of Lawrence Interactive map
<http://gis.lawrenceks.org/flexviewers/lawrence/>

PLEASE BE ADVISED: This application will not be scheduled for a Public hearing until the Historic Resources Administrator has determined that the application has been completed. (City Code 22-105(Y))