NOTICE OF INTENT FORM
OF
PUBLIC CONSTRUCTION, PUBLIC IMPROVEMENT, OR
TRANSFER OF PUBLIC PROPERTY TO PRIVATE OWNERSHIP

Buildings and Structures

Forwarding of this completed form to the Permit Committee constitutes a request for an assessment of impacts to designated or potential Mississippi Landmarks in accordance with the State Antiquities Law (39-7-3 et seq. of the Mississippi Code of 1972, as amended).

Applicant ___________________________ County of project ___________________________

Applicant’s address ___________________________ City ___________________________ Zip _________

Contact Person ___________________________ Phone(s) ___________________________ / _________

Title/Position ___________________________

Email Address ___________________________

Contact Person’s Address (if different from applicant’s)

Street/P.O. Box ___________________________ City ___________________________ Zip _________

Signature of applicant/contact person requesting this assessment ___________________________

Date ___________________________

Will the project involve an addition to, destruction, alteration, or renovation of any structure? YES ☐ NO ☐

If YES, what is the approximate date of construction, if known? __________

Name and/or address of structure: ___________________________

ORIGINIAL LOCATION ☐ MOVED ☐

Is the affected structure a designated Mississippi Landmark, if known? YES ☐ NO ☐

Who owns the structure? ___________________________

Owner’s Address (if different from applicant/contact person)

Street/P.O. Box ___________________________ City ___________________________ Zip _________

PUBLIC ☐ PRIVATE ☐

Attach a 7.5’ USGS quadrangle map, or portion thereof, indicating the precise location of the subject property. If project also involves a tract of land, indicate the number of acres. Please include the name of the quad map, if not otherwise indicated. If in an urban area, a street or city map may be substituted. This map can be obtained from your project architect or engineer.

Approximate number of acres: _______
Briefly describe the project scope of work:


Has the identical project been previously submitted for review?  
If YES, enclose a copy of this office’s prior comments.


Have plans and/or specifications for the renovation, alteration, or addition been completed? If YES, attach plans and/or specifications. Include photos of front and rear elevations, as well as the location of any proposed addition/alteration.


Describe the present use and condition of the property.


Has any work related to this project been completed or is in progress prior to submittal of the Notice of Intent?


Attachments

- Please include photographs of the subject property in its current condition. See Photographic Documentation Policy attached for proper photographic submissions.

- If a structural analysis report is available, please include a copy.

- Please attach the legal description of the property, or list below where the legal description is located (book/page number).

MAIL COMPLETED FORM AND ATTACHMENTS TO:  
Mississippi Landmark Coordinator  
Historic Preservation Division  
Mississippi Department of Archives and History  
P.O. Box 571  
Jackson, Mississippi  39205-0571

FOR FURTHER INFORMATION:  
Phone:  (601) 576-6940  
Fax:  (601) 576-6955