

Process for Responding to Newspaper Announcement or Brochure Invitation to declare your home as a Home of Historic Distinction.

In order to apply, an interested homeowners should contact Nancy Milanese at: nmilanese@yorktownny.org or write to:

Town of Yorktown – YCCC

Landmarks Preservation Commission-Planning Department

1974 Commerce Street – Room 222

Yorktown Heights, NY 10598

Once the application is received, the homeowner is to complete and return the application to the above address along with a check for \$100.00 made payable to the Town of Yorktown, to cover the cost of the sign.

The Yorktown Landmarks Preservation Commission (YLPC) will review the application to ensure completeness; if not completed, the homeowner will be contacted for more information.

Then the YLPC will verify authenticity/support for distinction designation. The YLPC will contact the homeowner to accept the request or deny request.

Once the YLPC has accepted the application as complete and the wording approved, it will be given to Signs Ink to have the sign fabricated.

The YLPC will sign off on the final design. A member of the YLPC will hand deliver the plaque along with mounting instructions and hardware; will assist the homeowner in the location of the sign and how to install the sign.

Are you willing to have your *Home of Historic Distinction* noted on a Yorktown map with other homes of distinction and posted at the Yorktown Landmarks Preservation Commission web site? Yes___ No___

Comment: _____

Will you consider participating in a brief audio description of your *Home of Historic Distinction* that will be posted at the Yorktown Landmarks Preservation Commission web site? Yes___ No___

Comment: _____

Your check for \$100 made out to the *Town of Yorktown* Enclosed? _____