



HISTORIC DISTRICT DESIGNATION APPLICATION

Applicant: _____
Affiliation: _____
Address: _____
City: _____ State: _____ Zip: _____
Email: _____
Phone: _____

APPLICATION REVIEW

Date Received: _____
Application Deemed Completed: _____
[] Referred to HHPC / /
HPO Signature: _____
HHPC Review: / /
[] Approved [] Denied
HHPC Chair: _____

Name of Proposed District: _____

Verbal Boundary Description:

Note: The city shall have review authority over the entire district as defined by the boundary description; however, non-contributing properties/resources shall not require a Certificate of Appropriateness unless requesting new construction.

Property and Resource Information:

Type and number of Resources within proposed District		Contributing	Non-Contributing
	Properties		
	Buildings		
	Structures		
	Objects		
	Sites		
	Total		

Other Designations: (check all that apply)

- ☐ This district is listed on the National Register of Historic Places: _____
NRHP Reference #: _____ Year Listed: _____ Total Contributing Resources: _____
☐ Recorded Texas Historic Landmarks: _____ ☐ State Antiquities Landmarks: _____ ☐ Individual NRHP: _____

Historic Use/Function: (check all that apply)

- | | | | | |
|--------------------------------------|---|---|---------------------------------------|-------------------------------------|
| ☐ Agriculture | ☐ Commercial/trade | ☐ Communication | ☐ Defense | ☐ Domestic |
| ☐ Education | ☐ Government | ☐ Medical/Health | ☐ Industrial | ☐ Recreation |
| ☐ Religion | ☐ Social | ☐ Vacant | ☐ Other: _____ | |



HISTORIC DISTRICT DESIGNATION APPLICATION

STAFF REVIEW ONLY

ELEMENTS OF INTEGRITY

STAFF REVIEW ONLY

- ☐ Location ☐ Setting ☐ Design ☐ Materials
☐ Workmanship ☐ Feeling ☐ Association

Period of Significance: _____

Significant Persons: _____

Notable Architects/Builders: _____

Architectural Styles/Influences: _____

Description of Historic District's Character Defining Features:

Designation Criteria: A district may be designated as historic if: *(select the appropriate box)*

- ☐ 1. The proposed district is listed on the National Register of Historic Places (*see first page*); OR
- ☐ 2. It contains two (2) or more properties and an environmental setting that meet the criteria for designation of a historic landmark and constitutes a distinct section of the city.
- ☐ List at least two representative properties located in the proposed district and qualifying landmark designation criteria in the space below: *(Attach additional pages if needed, a complete list of properties is not required in this section)*

Eligibility Criteria: (Per City Ordinance Sec. 111-781)

In addition to the general designation criteria above, the proposed district must meet the following eligibility requirements in accordance with the City of Harlingen Historic Preservation Ordinance:

- ☐ The district contains two (2) or more historic resources, including buildings, structures, sites, or objects
- ☐ The district retains sufficient historic integrity, including location, design, setting, materials, workmanship, feeling and association
- ☐ The district represents a distinct and definable geographic area within the City
- ☐ The district reflects significant historical, cultural, architectural, or archaeological value
- ☐ The district collectively conveys a sense of time and place and contributes to the overall heritage of the City

Items Required with Application *(please attach)*

DETERMINATION OF INTEGRITY

HHPC Evaluation: / /

- ☐ High historical integrity
- ☐ Noticeable alterations / can be easily reversed
- ☐ Considerable alterations / can be reversed
- ☐ Little to no integrity (cannot be reversed)

HHPC Chair: _____



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- ☐ A brief history/statement of significance for the proposed historic district (*not needed for NRHP district*)
- ☐ A petition of approval signed by at least twenty (20) percent of property owners in the proposed district
[20% of _____ total parcel properties is _____ parcel properties from which owner consent is needed]
- ☐ A list of all properties within the proposed district boundaries indicating address, legal description, ownership, other designations, and whether the property will be contributing or non-contributing to the historic district
- ☐ A map of the proposed district showing its geographic boundaries, all parcel properties therein, and labels indicating whether each property is contributing or non-contributing to the historic district
- ☐ Current photographs of the front-facing side of each property taken from the public right-of-way, and for each contributing property, photographs from each cardinal direction (or as visible from the public right of way) of each historic resource, as well as any prominent or character defining architectural features of the district
- ☐ Any historic photographs, elevations, blueprints, renderings, or descriptions of the district, as available
- ☐ Any other materials you wish for the Harlingen Historic Preservation Council to consider

Notice to property owner(s) of the rights, duties, and benefits of local historic district designation:

1. Upon the application being deemed complete by the Historic Preservation Officer, all property owners within the boundaries of the proposed district shall be notified of the meeting dates of the Harlingen Historic Preservation Council, Planning and Zoning Commission, and City Commission at which the application for designation will be considered. No historic designation shall be conveyed until a final determination is made by the Harlingen City Commission.
2. Historic designation serves a "public purpose" for the city with regard to the protection, enhancement, and perpetuation of certain properties that convey historic, architectural, archeological, or cultural value to the general welfare, not just to individual owners. As such, historic designation is intended for permanence and shall be binding on all current and future property owners. It is the duty of the seller to disclose this designation to any prospective buyers.
3. In order to ensure the proper maintenance and care of designated resources within the historic district, the city shall require a Certificate of Appropriateness for any proposed work affecting the exterior features or structural stability of contributing properties/resources within the historic landmark, including repair, change in materials, demolition, relocation, or removal; and for any new construction or addition within the district regardless of contributing status.
4. Historic designation may qualify a contributing property for tax exemptions or abatements under Texas Tax Code Section 11.45 if such programs are authorized by the city, county, school districts, or other special taxing unit.
5. Historic properties may also qualify for certain grants or rehabilitation/repair programs as authorized by the city.

Signature Requirements: Applications for historic district designation must contain a petition with the signatures of the property owners, or authorized agents, of at least twenty (20) percent of the property owners within the proposed district boundaries, as determined by the most recently approved municipal tax roll in which the district is located.

- ☐ I attest that the above information is true and accurate to the best of my knowledge.

Applicant Signature: _____ Date: _____

- ☐ Intended for city-initiated designation ☐ Supermajority vote needed for Texas LGC 211.0165

This image shows a single page of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.



HISTORIC DISTRICT DESIGNATION APPLICATION

NOTICE OF INTENT TO ESTABLISH A HISTORIC DISTRICT

Notice is hereby given that the Harlingen Historic Preservation Council will hold a public hearing to discuss the establishment of a historic district to be known as _____, which shall encompass all real property within the following boundaries:

The Harlingen Historic Preservation Council shall convene for a regular scheduled meeting on _____, _____, 2026 at 5:30 p.m. to be held at Downtown District Office located at 209 W. Jackson Ave., at which time all interested parties may appear in person for the granting or denying of the request. The Harlingen Historic Preservation Council will make a recommendation to the City Commission for a final decision after a public hearing during a regular scheduled meeting on _____, _____, 2026 at 5:30 p.m. to be held at Harlingen Town Hall.

All owners of real property within the proposed district boundaries shall receive this notice via mail at least 15 days prior to the aforementioned hearing and be invited to voice their opinion on the matter. The following notice is included as required by Texas Local Government Code 211.0165. The public is welcome to attend the meetings in person to make comments. Written comments may also be submitted via email to _____, the Historic Preservation Officer, at preservation@harlingentx.gov, or delivered in person to the Historic Preservation Office at Downtown District Office before the hearing.

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PROPERTY OWNER PETITION

Date: _____

Property Address: _____

PARCEL _____ OF _____ NEEDED

PROPERTY ID: _____

I understand the benefits and obligations of being located in a historic district and ☐ support ☐ oppose its creation.

Property Owner(s): _____

Email: _____ Phone: _____

Signature of Property Owner(s) or Authorized Agent: _____



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Date: _____

Property Address: _____

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HISTORIC DISTRICT DESIGNATION APPLICATION

MAP OF DISTRICT BOUNDARIES



HISTORIC DISTRICT DESIGNATION APPLICATION

PHOTO PAGES

Top: _____ Bottom: _____



HISTORIC DISTRICT DESIGNATION APPLICATION

SUPPLEMENTARY MATERIALS: _____