

Sec. 25-5 Application for Registration

The owner(s) of any structure, site or place deemed by said owner(s) to be of historic significance to the Town of Vienna may apply for listing on the Register by filing with the Town Manager a letter setting forth the reasons for such inclusion. The letter of application should describe in such detail as the owner(s) think necessary the type of structure, site or place which it is desired to list, its size and specific location, significant dates in the history of the subject structure, site or place, the identity of events or people of substantial historic interest with which the structure, site or place has been associated, and such other facts as the applicant(s) deem appropriate.

Sec. 25-6 Consideration of Applications - Historic Vienna, Inc.

The Town Manager, upon receiving any such letter of application requesting listing on the Register, shall promptly transmit the same to the Board of Directors of Historic Vienna, Incorporated, with a request that said Board furnish to the Town Manager a recommendation as to what action on the application is appropriate in the judgment of the Board and the reasons therefor. The Town Manager may also consult with or solicit recommendations on the application from such other persons and organizations as the Town Manager deems appropriate.

Within one hundred twenty (120) days after receiving any such letter application for listing on the Register of any structure, site or place, the Town Manager shall transmit the same to the Town Council with a recommendation setting forth what action the Town Manager deems appropriate and the reasons therefor, together with the recommendations and comments of the Board of Historic Vienna, Inc., if available, and the recommendations and comments of such other persons and organizations with which the Town Manager shall have consulted.

Sec. 25-7 Consideration of Applications - Town Council

The Town Council shall act on each such application within sixty (60) days after receiving the same from the Town Manager. The Town Council may, as it deems appropriate, approve, disapprove, or approve with conditions and qualifications, each application. Any structure, site or place so approved by the Town Council shall thereupon be added to the Register and be entitled to display the marker provided for in § 25-4 above.