

TUSTIN

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BUILDING OUR FUTURE  
HONORING OUR PAST

## Tustin Historic Register Plaque Designation Program Nomination Form

*Thank you for nominating a property to the City's plaque designation program. The purpose of the plaque designation program is to recognize Tustin's historic properties, educate the public, increase public interest in historic properties, and promote community pride. All properties listed in the Tustin Historic Resources Survey are eligible for nomination to the program. Owners of properties that are selected by the City's Planning Commission for the program are not obligated to purchase and/or display the plaque. Participation is completely voluntary. The Planning Commission will consider the nomination in approximately six weeks.*

### **Nominated Historic Property**

Historic Property Address \_\_\_\_\_

Historic Structure Name (if any) \_\_\_\_\_

Property Owner (if known) \_\_\_\_\_

Specify your reasons for the nomination (e.g. age of structure, architectural details, place in Tustin's history, former resident (s) were significant to Tustin's history, etc.) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your Name \_\_\_\_\_

Your Residence or Business Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

E-mail Address \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Office Use Only

Case No. \_\_\_\_\_

Date Received \_\_\_\_\_

Received By \_\_\_\_\_

Listing in Historical Survey \_\_\_\_\_

Historic Designation  Local  State  National  None

Location  Within District  Outside District

## Exhibit A to Resolution No. 4124

### Tustin Historic Register Plaque Program Criteria for Historical Property Names

#### Purpose of the Tustin Historic Register Plaque Program

*To recognize Tustin's historic properties, educate the public, increase public interest in historic properties, and promote community pride.*

#### Naming Criteria

##### Text

1. In addition to the construction date and the words "Tustin Historic Register," the plaque shall display supplemental text that identifies the building, as determined by the Planning Commission according to established criteria in the order of priority described below.

##### Criteria for Residences

2. For residences, the supplemental text shall consist of the surname of the most prominent owner or occupant of the residence, as determined by the Planning Commission. The individual's first name shall be used when necessary to distinguish the residence from another residence in Old Town Tustin or when the surname could be associated with more than one prominent Tustin resident. The name shall precede the word "House" unless another building description such as "Mansion," "Villa," "Estate," or "Manor" is determined by the Planning Commission to better describe the property, based on historical records and/or the architecture and style of the residence. When one prominent owner or occupant cannot be identified, the criteria in Sections 4, 5, and 6, as applicable, may be used.

##### Criteria for Commercial and Institutional Buildings

3. For commercial and institutional buildings, the supplemental text shall consist of the most prominent business, organization, or church that occupied and/or occupies the building. The Planning Commission may consider descriptive names such as "First Doctor's Office in Tustin," rather than the actual name of the business. When one prominent occupant cannot be identified, the criteria in Sections 4 and 5, as applicable, may be used.

### Naming Options for All Buildings

4. When no prominent owner or occupant can be identified, the supplemental text shall consist of the name of the builder, the original owner of the property, or the owner/occupant with the longest tenure in the building. If no historical ownership or occupancy information is publicly available, the architectural style of the building or the name of the current owner or occupant may be used.
5. When more than one prominent owner or occupant has been identified, the supplemental text may include one name or multiple names, at the discretion of the Planning Commission.
6. The name of a current prominent owner or occupant of a residence may be used individually or in addition to the name of a past prominent owner or occupant, the builder, etc. if the Planning Commission determines that the building is strongly associated with the current owner or occupant and the current owner or occupant has made a significant contribution to Tustin history and/or to the preservation of the structure.

### Miscellaneous

7. The Tustin Historical Surveys and input from the Tustin Preservation Conservancy and Tustin Area Historical Society shall serve as the primary sources of historical information used in determining the most appropriate historical property name(s).
8. The Planning Commission, in its application of these criteria, shall exercise due discretion consistent with the purpose of the Tustin Historic Register Plaque Program.