

Office of Downtown Development

Design Services

Design Request

675 Pulaski St, Suite 900, Athens, GA 30601; phone: 706.583.2734; fax: 706.425.3080

Form revised 12-2010

City: _____

Project name: _____

Project address: _____

Owner: _____

How do we contact the owner? _____

Other project contact: _____

Phone or e-mail: _____

Type of request: ☐ Building - Facade design ☐ Landscape
☐ Building - Complete rehab ☐ Other

Status: ☐ Looking for ideas ☐ Ready to begin work

Amount of money that owner plans to spend on project _____

When will construction begin? _____

Will the owner apply for historic preservation tax credits for this project? _____

Age of building _____

Exterior materials on the building _____

Project description _____

Send drawing to: _____

Send bill to: _____

Type of Service Requested

☐ Drawing (\$50/\$75/\$150/_____)

☐ Custom work/landscape & master plans (\$150 and up _____)

Drawings are \$50 for Better Hometown cities and \$75 for Main Street cities. Projects involving more than one facade will cost more, as will large landscape plans and master plans.

For cities not in the Main Street/Better Hometown program, drawings are \$150 and up.

All checks should be made out to the Georgia Trust.

Please include photos of the property. Old photos are especially helpful if they can be found.

☐ Check here if you are sending photos to us. See below for instructions on uploading photos.

Because our email inboxes are not always able to handle large attachments such as photos, we ask that you upload photos to our "drop site" on the web. To do so, please open Internet Explorer (or other web browser such as Firefox) and in the address pane near the top of the screen type in <https://public.me.com/msbht>. You will see a blue-gray screen with the word iDisk. Click on the up-arrow to select the files on your computer that are to be uploaded. You can upload to any of the existing folders or can create your own.

Return completed form to Steve Storey, Manager, Design Services, Georgia Dept of Community Affairs, 675 Pulaski St., Suite 900, Athens, GA 30601. Phone: 706-583-2734, Fax: 706-425-3080.