

Form for Approval of Preparation of
Survey and Research Report

Prospective Historic Landmark: Charlotte Historic Fire Equipment.

Prepared by: Dan Morrill

Projected Delivery Date: NA

Approved by: Jeffrey Parsons by email dated June 30, 2017 (attached).

Date of Form: August 10, 2017 (prepared to document scope in line with new policy).

Additional Information: Price will be \$1,500 paid to Dan Morrill for essay describing history and factors contributing to historic significance. Consultant Brandon Lunsford to prepare description of physical condition and characteristics for \$750.

Scope of Services
For Preparation Of Survey And Research
Reports On Prospective Historic Landmarks

A consultant retained to prepare a Survey and Research Report on prospective historic landmarks is responsible for preparing and submitting a document that demonstrates how and in what ways a prospective historic landmark meets the statutory requirements for special significance set forth in N.C.G.S. 160A-400 for historic landmarks. In performance of this task the Consultant shall:

- Consult the historiography, archival materials, and public documents that explain the historical context of the prospective historic landmark.
- Inspect the prospective historic landmark to determine its physical integrity and its physical characteristics.
- Provide a map, record photographs, tax information, UTM's, Tax Parcel Number, and name of the owner or owners of the prospective landmark.
- Write a scholarly essay describing the history of the prospective historic landmark, focusing upon the factors that support its special significance.
- Write or cause to be made a scholarly description of the physical integrity and physical characteristics of the prospective historic landmark, focusing upon the factors that support its special significance.
- Respond to questions from the North Carolina State Historic Preservation Office and modify report to include supplemental information as necessary.

Fee: \$2000 for a report not having a physical description.

\$2750 for a report having a physical description

Email Approval

Begin forwarded message:

From: "Parsons, Jeffrey" <parsonj@westinghouse.com>
Subject: RE: Fire Equipment S&R
Date: June 30, 2017 at 9:36:32 AM EDT
To: Dan Morrill <danmorrill2@gmail.com>
Cc: "lennorman@ymail.com" <lennorman@ymail.com>

Dan:

You have my permission to prepare the report on the historic fire equipment. I look forward to reading it.

Regards,

Jeff

From: Dan Morrill [mailto:danmorrill2@gmail.com]
Sent: Friday, June 30, 2017 9:32 AM
To: Parsons, Jeffrey <parsonj@westinghouse.com>
Cc: lennorman@ymail.com
Subject: Fire Equipment S&R

Jeff, with your permission I am allowed to prepare a Survey and Research Report on any property. I would like your permission to do the report on the three pieces of Charlotte historic fire equipment. There are sufficient funds in the FY'18 budget to cover the cost. Jon Hannon, the Fire Chief, has announced that he will retire September 1st. I would like to complete the report before then.

Dan Morrill

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