



Committee on Alabama Monument Protection

WAIVER APPLICATION GUIDELINES & COVER FORM

The Alabama Memorial Preservation Act of 2017 prohibits the relocation, removal, alteration, renaming, or other disturbance of any architecturally significant building, memorial building, memorial street, or monument located on public property which has been in place for 40 years or more. The Act provides a waiver process for the relocation, removal, alteration, renaming, or other disturbance of any architecturally significant building, memorial building, memorial street, or monument located on public property which has been in place for at least 20 years and less than 40 years, and also provides a waiver process for the renaming of a memorial school which is located on public property and has been so situated for 20 or more years. At a minimum, submission of this completed form and attachments constitutes a request for review by the Committee on Alabama Monument Protection (CAMP). The responsibility for preparing this application and all attachments rests with the Controlling Entity that has legal control of the public property on which the architecturally significant building, memorial building, memorial street, monument, or memorial school sits. A Technical Advisory Review Group (TARG) appointed by the Committee shall review the application, verify its compliance with administrative rules, and make recommendations based on the historical and technical scope of the application. The TARG's ability to complete a timely review depends on the quality of the material submitted.

NOTE: The Committee's administrative rules (*Alabama Administrative Code* 584-X-1) provides for a 90-day response time by the Committee following the submittal deadline. A schedule of Committee meetings and deadlines is available at www.CAMP.alabama.gov.

1. APPLICANT INFORMATION	
CONTROLLING ENTITY:	CITY:
CONTACT PERSON:	COUNTY
EMAIL:	TELEPHONE:
ADDRESS FOR RESPONSE:	
2. STRUCTURE INFORMATION (for streets, please reference cross streets at either end of affected area)	
STREET ADDRESS:	CITY:
COUNTY:	ZIP CODE:
LATITUDE / LONGITUDE:	
DATE OF CONSTRUCTION (mm/dd/yyyy):	
DATE OF NAMING OR DEDICATION (mm/dd/yyyy):	

3. STRUCTURE TYPE (Choose one per waiver request)		
<input type="checkbox"/> Architecturally Significant Building	<input type="checkbox"/> Memorial Building	<input type="checkbox"/> Memorial Street
<input type="checkbox"/> Monument	<input type="checkbox"/> Memorial School	

4. Provide a written statement of purpose for the proposed relocation, removal, alteration, renaming, or other disturbance. Attach photographs, maps, and other documentation as necessary to convey a clear articulation of the controlling entity's purpose in seeking a waiver.

5. Explain the origin and significance of the architecturally significant building, memorial building, memorial school, monument, or memorial school. Describe the intent of the sponsoring entity at the time of dedication and any subsequent alteration, renaming, or other disturbance. Attach copies of available documentation.

6. Provide a written statement of any facts that were not known at the time of the origin of the architecturally significant building, memorial building, memorial street, monument, or memorial school, but are known now that the Committee should consider.

7. REQUIRED ATTACHMENTS

- Current, good-quality photographs of the architecturally significant building, memorial building, memorial street, monument, or memorial school.
- Documentation of the origin of the structure, the intent of the sponsoring entity at the time of dedication, and any subsequent alteration, renaming, or other disturbance.
- Copy of the resolution by the Controlling Entity seeking a waiver.
- Copy of a dated public notice of the Controlling Entity's intent to adopt the resolution.
- Documentation that the resolution was presented for public input prior to adoption by the Controlling Entity (minutes of public hearing and/or copy of dated instructions for submitting written comments).
- Written commentary from any heritage, historical, genealogical, or preservation organizations with an interest in the decision of the Controlling Entity, or from the general public.

Instructions for Submitting This Form and Attachments

Email PDFs of the Complete Package to Waiver.AlabamaMonuments@gmail.com

The maximum attachment size for each email is 25 MB. Please use multiple email transmittals if necessary.

What Happens Next?

- The Technical Advisory Review Group (TARG) will acknowledge receipt of the application package and will evaluate the application for completeness and eligibility for consideration.
- The Controlling Entity will receive notification of one of the following:
 - Additional information is required for the evaluation of the application.
 - A determination has been made that a waiver is not required for the proposed modification.
 - A determination has been made that the proposed modification is not eligible for a waiver and the application will not be considered by the Committee.
 - The application has been placed on an agenda for consideration by the Committee.

Contact Waiver.AlabamaMonuments@gmail.com with any questions.