



City of Temple Historic Marker Program

Guidelines...

Thank you for your interest in the Temple Historic Marker Program! This program is a project of the Temple Historic Preservation Committee. The Committee created this program in order to recognize Temple's many historic landmarks and instill a sense of community pride. It is important to note that the Temple Historic Marker Program is separate from the federal inventory of historic properties (National Register of Historic Places) and separate from the state marker program (Official Texas Historic Markers). Information about the federal marker program, as well as the state marker program, may be obtained through the Temple Historic Preservation Committee or by contacting the National Register Programs Office of the Texas Historical Commission.

The Temple Historic Preservation Committee requires that certain criteria be met in order to receive approval for a Temple Historic Marker. The following information is intended to provide you with information regarding criteria and to aid you in the marker application process. Keep in mind when filling out the application that the purpose of this program is not to be burdensome to the applicant, but to identify and preserve as much information as possible about the history of our city for future generations. We are always here to provide assistance if questions arise.

The Marker Process....

Interested parties wishing to submit an application should be prepared to detail the historic significance of the structure/organization. Supporting documentation should be collected by the applicant and would include such things as:

1. A narrative of the structure's/business' importance to the history of Temple
 2. Photographs
 3. Dates of events related to the structure/business
 4. Locations in the city related to the structure/business
 5. Sources from which you obtained your information
- Collected oral histories or any interesting stories associated with the nomination.

The purpose of the documentation is to provide an accurate, lasting record of the history behind the subject of the marker and it is important that this be as complete as possible.

Once the application is completed, it will need to be submitted with all supporting documents to the Historic Preservation Committee for approval.

To mail or drop off application: **City of Temple
Historic Preservation Committee
c/o Sennett Farias
315 West Ave . B
Temple, Texas 76501**

Applications can also be downloaded from the City website at www.discovertemple.com.

Once received, the Temple Historic Preservation Committee will review the application. Sole judge of suitability for approval will be the Temple Historic Preservation Committee. If the information provided is deemed sufficient, the committee will recommend to grant or deny the marker. If additional information is needed to complete the application, it will not be accepted until sufficient data is presented. All applicants will be notified by the committee as soon as a decision is made. If approved, information submitted with the application will be used in the creation of a Temple Historic Marker Tour Guide. A special section in the Historic Temple Brochure guide will highlight Historic Businesses.

Please be aware that Temple Historic Markers are for historical interest and educational purposes and obtaining a marker will not affect, in any way, your ability to alter or add improvements to your property or structure. In light of this, should future developments compromise the appropriateness of a marker, the Temple Historic Preservation Committee reserves the right to retract a marker previously granted. (See Eligibility Criteria, Item 5.)

Once Approved....

Upon approval of a marker application, payment for the plaque will be required. The application fee is \$100. A portion of the application fee will be refunded if the application is denied. Upon approval, a date will be set for a plaque presentation by the Mayor at a future city council meeting. Your plaque, which is made of cast aluminum, can then be affixed to the front of your home or building or mounted on a pole to be easily visible from the street.

Historic Business go through the same approval process. Once approved, the business would be presented with a plaque that recognizes the historic significance of the business/organization. The plaque is to be displayed **INSIDE** the business. The application fee for a historic business plaque is \$25.

Eligibility Criteria....

A home/business must be fifty years old or older,

- 1 **AND**
- 1 Have historic significance to the community

- 1 **OR**
 - Have architectural significance.
- Any house or other structure more than fifty years old is eligible for consideration.

Approval for a historic marker will be based on several areas of significance:

1. **Historical Significance:** A structure/business which has been the site of significant events, or which has hosted the life and labors of important community personalities, whether or not it is of significant architectural importance. Was the structure/business associated with an event or a person important to the community?
2. **Architectural Significance:** A structure which is an excellent example of a certain architectural style at a certain time. Is the structure a good example of Temple's architectural style at a given period? Does it display unique architectural details from that period?
3. **Intrinsic Significance:** A structure that was designed or constructed by an important architect or builder, or that utilizes a local building material or product. Was it designed by an important local architect or built by an important local builder? Did the brick, wood or windows, etc., come from local sources?
4. **Social Significance:** A structure/business that demonstrates a particular lifestyle in Temple or Texas. Does the structure/business show a characteristic way in which people lived in this area in the past?
Information you would want to include in your documentation would be: the name of the architect and the builder, a description of the building materials used, the year built or the name of the founders/presidents, year founded, and description of business. Any interesting stories associated with the structure/business are also welcome.
5. **Preservation and Maintenance of Property:** The property must be maintained to appropriate community and neighborhood standards. If the ownership of the home changes after the marker is awarded, the designation may be subject to review.

If you have a structure which you feel is important enough to warrant historical designation, but does not meet certain criteria, please contact the committee.

The structure may be significant enough that approval could be granted regardless. In the event that your application is denied, you may reapply for a marker by presenting your materials in person. Please contact the committee to schedule an appointment. If you have any questions or need help completing your application, please contact the Temple Historic Preservation Committee.



Temple Historic Marker Application

APPLICANT'S NAME:

ADDRESS:

CITY, STATE, ZIP:

PHONE: _____ E-MAIL:

Application Fee: _____ Would you like to make a voluntary donation of \$50 to the Historic Preservation Fund? _____

I. This marker nomination is for:

a _____

(Home/Building/Business/Other)

Address _____ of _____ structure/business:

Owner's Name, Current Mailing Address, Phone Number, Email Address:

II. Describe the significance of this nomination with as much detail as possible:

You may attach additional pages for your narrative, if needed. Be sure to attach supporting documentation to this form.

IV. Supporting Documentation

Please attach the following information.

A. Alterations

List any known changes or modifications made to the property/business throughout its history.

B. Prominent Historical Figures

List any prominent historical figures associated with the property/business.

C. Property Ownership

List all known owners of the property. Include original owner and subsequent owners.

D. Tenant History

List all known tenants of the property throughout its history.

E. Narrative History

Attach a narrative explanation of the chronological and historical development of the property/business.

F. Drawings

2 Provide a sketch of the current site plan. Include the proposed location of the historic plaque. Provide a sketch map indicating the nominated property and any related sites.

G. Photographs

1 Historic

- Provide at least one historic photograph of the property/business.

Current

- Provide at least one current photograph of the property/business illustrating its surrounding context. For example, photograph the streetscape in which the building is included.
- Provide at least one photograph of each side of the building.

H. Additional Information

Provide any additional information that supports the application. This may include architectural drawings, letters, oral histories, newspaper/magazine articles, etc.

I. References

Attach a list of the books, articles and other sources used in preparing this form.

The Temple Historic Preservation Committee requests that all plaques are mounted on the front façade or on an outside pole of the approved building within thirty (30) days of receipt.