



## Plaque for Historic Recognition Application

Please read the *Historic Recognition Plaque Information* sheet before completing this form in its entirety.

Name of Applicant: \_\_\_\_\_

Address of Historic Property: \_\_\_\_\_

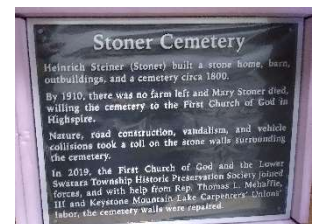
Mailing Address if different than above: \_\_\_\_\_

Contact telephone number: \_\_\_\_\_

Email address: \_\_\_\_\_

The Lower Swatara Township Historic Preservation Society may approve one of two types of plaque for an applicant's consideration. Please indicate by checkmark below which plaque you are interested in obtaining:

- Interpretive – Larger plaque that provides a brief narrative; suitable for cemeteries, landscapes, or other open spaces.



- Recognition – Includes name of structure and circa date; suitable for an historic home, barn, or other building.



Please note that the plaques will not be exactly as shown.

To be plaque eligible, the building or property must: (please circle all that apply):

- ❖ Have already been recognized under the National Historical Preservation Act,
- ❖ be at least 55 years old and still look 75% historically accurate,
- ❖ had a significant/famous person live there,
- ❖ had some historic occurrence on the property,
- ❖ been associated with a major event,
- ❖ be a unique architectural style,
- ❖ have been built by a famous architect,
- ❖ have ties to a significant township occasion, or
- ❖ Other - please specify in detail: \_\_\_\_\_  
\_\_\_\_\_

What is the age of the historic property? (Circa - date or approximate date of construction). What source was used to determine this date?

Have you researched the deed? If so, please list the previous owners chronologically. (You can begin with [www.dauphincounty.org](http://www.dauphincounty.org) recorder of deeds database).

Who built the original structure, name of architect or builder, if you know?

Provide name, any research, and specific points about the architectural style. Include how architectural integrity guidelines were implemented over time, if applicable.

On a separate piece of paper, please provide no more than a two-page summary of the historical significance or quality of the property or landscape.

Include photographs of the home, outbuildings, cemetery, or landscape.

Mail the completed application and any additional documents and photos to:

**Lower Swatara Township Historic Preservation Society  
1451 N Union Street  
Middletown, PA 17057-3045**

You may also hand-deliver the application and attachments to any Board Trustee.

### **Review of your application:**

Once the application is received, the Board Trustees of the Lower Swatara Township Historic Preservation Society will review it within thirty (30) calendar days of receipt.

- You may be contacted for additional information.
- A majority vote (3 out of 5) will be necessary for approval.
- A letter will be provided to you regarding the review, if approved, or if denied (including the reason denied), and what, if anything, is required for you to do next.
- The plaque fee will be required at that time to purchase the plaque. Fees not paid within thirty (30) calendar days of the date of the letter will void the application.
- Instructions on the installation of the plaque and screws will be provided. Assistance may be available to help install.
- You must agree to a newspaper photo or website layout recognizing your property by the Lower Swatara Township Historic Preservation Society.
- Remember to let any future appraiser know that your home has been designated as historic as it may increase the value of your home and/or property.