



TOWN OF HOLLY SPRINGS

Application for Historic Marker Instructions



The Town of Holly Springs Historic Marker Program is intended to increase public awareness of the rich cultural heritage of the Town, encourage historic preservation, and enhance the enjoyment of our local history. Historic markers tell the stories of those who shaped the Town by identifying the people, places, and events that represent our past and shaped the Town's history. Although not excluded, the Town of Holly Springs Historic Marker Program is not exclusively intended to identify a Local Historic Landmark or a property listed on the National Register of Historic Places.

Submittal Requirements

Applications for historic markers may be submitted at any time during the year; however, only those received by the second Monday in January will be considered for that fiscal year.

Applications must be complete, including all documentation, to be considered.

Do not submit original documents, and keep copies of your research, as documents cannot be returned.

Applications received by the deadline will be evaluated by the Historic Marker Committee. The Committee's recommendation will be forwarded to the Planning Board for a decision on funding.

Applications denied by the Planning Board shall have thirty days from notice of the denial to file an appeal with the Town Council. Appeals should be made in writing to the Clerk's office stating the reason the applicant believes the marker should be funded, and including any additional documentation to support their appeal.

The presence of applications does not guarantee the funding of a marker in any given fiscal year. The Town reserves the right to reject any application that is not in keeping with the appropriate content standards of the Town as determined by the Town Council.

A subject reviewed and disapproved three (3) times in succession will not be eligible for consideration for a period of three years.

Criteria for Consideration

The subject of your application should meet the following criteria, as set out in Town Policy P-052:

A. Local Historical Significance

Local historical significance shall be determined by the Committee based on the following factors:

1. The relationship of the subject to Holly Springs' history.
2. The relationship of the subject to existing historical markers, such as whether the subject is included on an existing marker.
3. The subject's contributions to the Town of Holly Springs.
4. Consequence of the subject on the Town of Holly Springs' history.

B. Special Consideration

The Committee shall give special consideration for applications that demonstrate the following:

1. The subject has had a significant and lasting local, state, or national impact on the Town of Holly Springs.
2. The subject is related to historically underrepresented groups in the Holly Springs community.

C. Limitations for Consideration

The Committee shall limit its consideration of applications as follows:

1. The subject cannot be considered until at least ten (10) years after the death or date of occurrence of the subject.
2. Individual structures listed on the National Register of Historic Places and/or recognized as local, county, state or national landmarks may receive consideration but should not receive a historical marker for their individual architectural value. Rather, an individual or historic event associated with a site is more likely to receive consideration.
3. Subjects already marked with existing monuments or historical markers shall receive less consideration.
4. Cemeteries and burial places shall not be considered unless the application demonstrates that the cemetery or burial place meets the listed criteria.



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Subject of proposed marker (person, place, or event):
(If an individual, please include the dates of birth and death of said individual.)

Relationship to Holly Springs' history:

Contributions to the Town of Holly Springs, or consequence of the subject on Holly Springs' history:

Is the subject related to a historically underrepresented group? yes not If yes, specify: _____

Is the subject already marked with an existing monument or marker by another organization? (i.e. DAR, National Historic Register, etc.) yes not If yes, specify: _____

Proposed Location (use street address; if none, use the closest intersection)

Name of Applicant: _____
Mailing Address: _____

Telephone: _____ Email: _____

Name of property owner(s): _____
Mailing Address: _____

Telephone: _____ Email: _____

If multiple owners, please attach information for all owners on a separate page

Required attachments:

- Written permission from property owner(s)
- Narrative history
- Bibliography of primary and secondary sources used
- Historic texts that support the facts alleged (books, newspapers, government or church records, etc.)
- Historic photos, maps, or drawings

- Other documentation, including signed statements from interviewees if their statements are used to support your application
- Proposed text (limit of 784 characters, including spaces)

My signature below is a certification that the information presented as part of this application is true and correct to the best of my ability to determine.

Applicant's signature

Date: _____