



City of Villa Rica

APPLICATION FOR HISTORIC PLAQUE PROGRAM

The Villa Rica Historic Plaque Program promotes the awareness and appreciation of homes and other buildings in Villa Rica that contribute to the City's heritage and character. This award program reflects Villa Rica's pride in its past. The receipt of a plaque award does not limit the homeowner in any way from making changes to the home that reflect and enhance the style of the home. It is administered **FREE OF CHARGE** by the Villa Rica Historic Preservation Commission. Nominations are open to all; however, homeowner approval is required before a plaque will be awarded.

APPLICATION PROCESS: Please review the eligibility criteria for the plaque, complete the Historic Plaque Application Form and attach supporting documentation. Applications may be submitted throughout the year to the Villa Rica Historic Preservation Commission. Applications not selected at time of submission will remain on file for future consideration.

FREQUENCY OF AWARDS: The Villa Rica Historic Preservation Commission will present the awards at the Villa Rica Historic Commission Meetings, which are held on the 2nd Tuesday of each month at the Holt-Bishop Justice Center, Municipal Court Room, 101 Main Street, Villa Rica, Georgia.

HISTORIC PLAQUE APPLICATION: A Historic Plaque Application Form may be obtained at Villa Rica City Hall or on the website at www.villarica.org and must be prepared and submitted with the proper attachments to:

Villa Rica Historic Preservation Commission
571 West Bankhead Highway
Villa Rica, GA 30180

RESOURCES: Information sources include the Villa Rica Public Library and the Carroll County Tax Assessor's Office, which is invaluable for researching age and tracing ownership.

ELIGIBILITY CRITERIA: An award of a Historic Preservation Plaque recognizes and honors the careful preservation of older homes and other buildings. Eligibility for this plaque is based on the following criteria:

- **AGE OF BUILDING:** Fifty (50) years or older;
- **ARCHITECTURAL CONDITION:** Building's exterior has been preserved, maintained, or rehabilitated (or sensitively enlarged) in accordance with its original architectural style and detailing. Building must be in a good state of condition and;
- **HISTORIC AND/OR ARCHITECTURAL SIGNIFICANCE:** Preference will be given to buildings that have documented evidence of ownership by a prominent person or family or are historically significant to the community, as well as those that are good examples of one or more architectural styles.



Case # _____

HISTORIC PLAQUE PROGRAM APPLICATION REVIEW

GENERAL INFORMATION

(PLEASE COMPLETE)

Date Submitted:		Property Parcel Number:	
Property Address:			
City:	State:	Zip Code:	
Owner(s) Name(s):			
Phone Number: (Days):			
Phone Number (Evenings):			
PLEASE FILL OUT BELOW ONLY IF YOU ARE SUBMITTING THIS APPLICATION AND ARE NOT THE OWNER.			
Applicant Name:			
Address:			
City:	State:	Zip Code:	
Phone Number (Days):			
Phone Number (Evenings):			
Email Address:			

PLEASE COMPLETE THE FOLLOWING RESEARCH INFORMATION

1. What Year was the Home/Building Constructed: _____

 2. State the Original Owner of the Home/Building: _____

- NOTE: FOR A HOUSE, THE ORIGINAL OWNER'S NAME WILL LIST ON THE HISTORIC PRESERVATION PLAQUE.**
3. Architectural Style: _____
RESIDENTIAL: ARTS & CRAFTS, QUEEN ANNE, AMERICAN FOURSQUARE, BUNGALOW, COLONIAL REVIVAL, GEORGIAN REVIVAL, CAPE CODE, ENGLISH TUTOR, SPANISH, ITALIANATE, VICTORIAN, CUSTOM;
OTHER: COMMERCIAL, MUNICIPAL, SCHOOL, CHURCH, ETC.
 4. How Many Stories: _____ Y/N
 5. Exterior Construction Material (Brick, Stone, Frame, Etc.): _____

 6. Lot Size: _____ Number of Rooms: _____ Basement: _____ Y/N
 7. List Any Unique Features: _____



Case # _____

HISTORIC PLAQUE PROGRAM APPLICATION REVIEW

8. Have There Been Additions Added to the Building: _____ Y/N

IF YES, PLEASE DESCRIBE: _____

9. Did You Attach Photographs: _____ Y/N

10. Did You Attach Other Documents: _____ Y/N

11. List Research References: _____

PROPERTY OWNER(S)	PROPERTY OWNED FROM THIS DATE	PROPERTY OWNED TO THIS DATE

12. What is the Approximate Age of the Building: _____

13. What is the Condition of the Building's Exterior: _____

- Exterior Preserved Appropriately: _____ Y/N
- Maintained or Rehabilitated in Accordance with Original Architectural Style: _____ Y/N

14. What is the Architectural Condition: _____ Excellent _____ Good _____ Poor

15. What is the Architectural Significance, If Any: _____

16. If Known, Who Was the Architect or Builder: _____

17. What is the Historical Significance for this Building: _____



Case # _____

HISTORIC PLAQUE PROGRAM APPLICATION REVIEW

PLAQUE ACCEPTANCE REQUIREMENTS

Acceptance of a plaque requires that the owner(s) must mount it on an exterior front location mutually agreed upon with the Villa Rica Historic Preservation Commission. The plaque may remain as long as the qualifying criteria continue to be met. Plaque acceptance also requires the owner's permission for the property to be announced to the media by the Villa Rica Historic Preservation Commission and for the property to be featured in any walking or driving tour (exterior only) sponsored by the Villa Rica Historic Preservation Commission.

ACCEPTANCE: As owner(s), I/we agree to the plaque acceptance requirements above and to be listed as an historic property.

Signed: _____

Date: _____

Property Parcel Number: _____

(The Parcel Number Will Enable VRHPC to Verify the Building's Age)

Signed: _____

Date: _____

PLEASE MAIL COMPLETED APPLICATION WITH ATTACHMENTS TO:

Villa Rica Historic Preservation Commission
571 West Bankhead Highway
Villa Rica, GA 30180