



Corner of Patterson Street and Hill Avenue



Courthouse Square

## Questions?

If you have any questions regarding the program or application process, please contact:

The Main Street Office  
City of Valdosta

Phone: 229-259-3577  
Fax: 229-259-5416

Email: [ehill@valdostacity.com](mailto:ehill@valdostacity.com)

## Historic Plaque Program Application

Property Address: \_\_\_\_\_

\_\_\_\_\_

Applicant's Name: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone and email: \_\_\_\_\_

\_\_\_\_\_

Please submit the above application with at least one clear, current photograph. This photo should appropriately show the architecture and features of the building or structure. Indicate on the photograph or on a supplemental sketch/drawing the proposed location for the wall mounted plaque. Any additional details are welcome. Label all photographs on the back with date of the photograph, the property address and the applicant's name. Photographs will not be returned. Digital images are acceptable, and should include all the above information in the email or digital program.

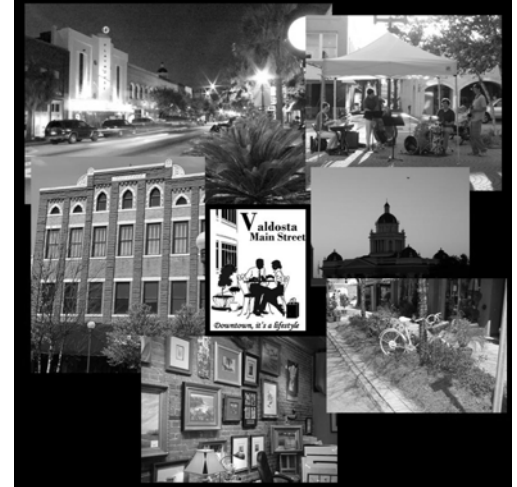
### RETURN TO:

**Valdosta Main Street  
Central Valdosta Development Authority**

North Lee Street  
Post Office Box 1125  
Valdosta, Georgia 31601

**CITY OF VALDOSTA**

**HISTORIC PLAQUE PROGRAM**



## SHARING OUR HISTORY

Downtown Valdosta boasts a large collection of historically significant buildings. These are residential, commercial, and institutional structures. To recognize these properties and their place in our collective past, the Central Valdosta Development Authority and the Main Street Office have instituted a Historic Plaque Program to share the history of these buildings and our community.

**Valdosta Main Street  
Central Valdosta Development Authority**

## Eligibility Criteria

Any structure within the CVDA District that meets one or more of the following criteria:

- Its value as a reminder of the cultural or heritage of the city, state or nation.
- Its location as a site of a significant local, state, or national event.
- Its identification with a person or persons who significantly contributed to the development of the city, state or nation.
- Its identification as the work of a master builder, designer, or architect whose individual work has influenced the development of the city, state or nation.
- Its value as a building that is recognized for the quality of its architecture, and that retains sufficient elements showing architectural significance.
- Its characteristic of an architectural style.

Structures should generally be 50 years or older, although some recent past structures may qualify. Properties should retain sufficient architectural detail to qualify as having characteristics of an architectural style or styles. They do not have to be the work of a master builder, designer or architect, but simply convey their history through architectural elements. Properties that are the site of a significant local, state or national event, or which identify with a person or persons who significantly contributed to the development of the city, state or nation also qualify.

# How the program works

## *How do I get a plaque?*

Please fill out the application on the back of this brochure. Once received, City staff will review the application and determine if the property meets the eligibility criteria. The application simply requires the property's address and the applicant's contact information, as well as a photograph of the building with the applicant's proposed location for the plaque indicated on the photograph or a sketch of the building. If the application is approved, the Main Street Office will place the order for the plaque and will contact the applicant upon receipt of the plaque. The applicant is responsible for the installation (including cost and labor) of the plaque on the building.

## *Plaque Cost*

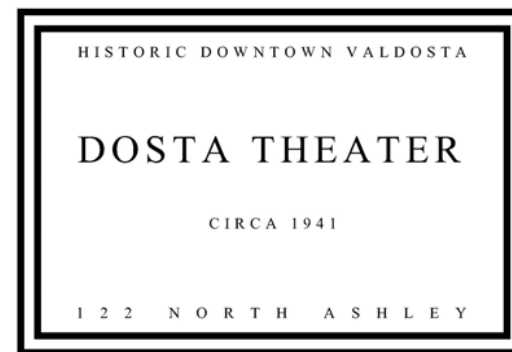
The Central Valdosta Development Authority (CVDA) has received a grant in the amount of \$2,500 for the historic plaque program. The CVDA will pay for the cost of the plaque on a first come first serve basis until the grant fund is depleted. After the grant fund is entirely disbursed, applicants will pay the plaque cost (call Main Street Office for current price) to the City of Valdosta.

## *Research*

The Historic Plaque Program requires some research into the history of your building, which may include researching the property deed, city directory, census and maps. This information will be gathered by the City of Valdosta's Special Projects/Historic Preservation Planner in the Planning and Zoning Division after your application is received at the Main Street office, at no cost to you. However, consider sharing information you might have on the history of your building when you turn in your application.

## *What happens after the application is complete?*

After you submit your application City staff will review the application and will gather the property's history to verify the content of the plaque. The Main Street office will order the plaque for you. Please allow 8-12 weeks for delivery.



## *What information is included on the plaque?*

The standard plaque is 10" long by 7" high (a larger size that fits with the building up to 17" long by 12" high is acceptable but will need to be approved by City staff). The lettering is bronze (satin finish) on a black background with a double line border. The plaque's texture is "stipple." The plaque will have the building's historic name\* prominently displayed in the center with the construction date beneath the building's name (the date will state either "Built" or "Circa".) The top of the plaque will contain "HISTORIC DOWNTOWN VALDOSTA" all in capital letters. The wording at the bottom of the plaque will consist of the building's known address or a phrase associated with the history of the building. Only verifiable historic facts will be allowed. City staff will assist in the final wording and layout for the plaque.

*\* In the event the historic name of the building is not known, City staff and the property owner may choose to use a name associated with the history of the residence or business.*