

The Oil Region Alliance of Business, Industry & Tourism, administers the Oil Region National Heritage Area Historic House Plaque Program to accomplish the following goals:

- Increase awareness of the historic and architectural value of buildings within the boundaries of the Oil Region National Heritage Area.
- Encourage good stewardship of historic properties.
- Encourage more curiosity about the earlier generations among today's generations and those yet to come.
- Develop a file of historic houses and buildings within the Oil Region.
- Further the mission of educating and preserving the heritage of the region.

If you have questions regarding this program, please contact:

Kim Harris, Project Manager
Oil Region Alliance
217 Elm Street
Oil City, Pa 16301-1412
(814) 677-3152, Ext. 120
Fax: (814) 677-5206
kharris@oilregion.org
www.oilregion.org

The oil region has many types of historic buildings both within municipalities and in rural settings; help tell their stories.



OIL REGION NATIONAL HERITAGE AREA HISTORIC HOUSE PLAQUE PROGRAM



The Oil Region National Heritage Area is home to a large collection of historic houses, buildings and churches. The Oil Region Alliance is sponsoring the house plaque program to highlight these structures, and help tell their stories.

What story is waiting to be told by your home, building or church?


Oil Region Alliance
BUSINESS, INDUSTRY AND TOURISM
*This project is supported by
a local history grant from the
Pennsylvania Historical and Museum Commission.*

ELIGIBILITY REQUIREMENTS

- Houses, commercial buildings, and churches that are at least 50 years old.
- The structure may be located anywhere within the Boundaries of the Oil Region National Heritage Area, with the exception of the City of Franklin and Borough of Rocky Grove, which are covered by the Franklin Preservation Association.
- The focus of eligibility is on the exterior of the structure.
- A completed application with all required documentation attached, plus the application fee must be submitted to the Oil Region Alliance, of Business, Industry & Tourism.
- Only the property owner can make application.

HOW DOES THE PROGRAM WORK?

What do I need to do to get a plaque?

Complete the application, which requires historical research. The application then must be submitted with the required application fee.

The property owner will be notified that the application has been received and if it is complete.

Complete applications will move to the review stage. Once the review is complete, the property owner is notified as to whether the application has been approved.

If the application is approved, the property owner is required next to submit the remainder of the program fee.

What is the cost ?

There is a \$100 program fee including a non-refundable \$25 application fee (due at the time of application submission), and \$75 upon approval of the application (due prior to plaque ordering).

Please note the initial batches of plaques are being offered at a reduced cost to the property owner thanks to a local history grant from the Pennsylvania Historical Museum Commission. To verify current cost, please contact the Oil Region Alliance.

Who is responsible for ordering and installing the plaque?

The Oil Region Alliance will place the order for the plaque for approved properties after the remainder of the fee has been received. The plaque will ship to the Oil Region Alliance office for inspection before delivery to property owner.

The property owner is responsible for mounting the plaque near the buildings front door.



**Sample of the
Oil Region National Heritage Area
Historic House Plaque**

Weight: approximately 9 pounds
Dimensions: 9 inches by 9 inches
Cast bronze with brown colored background.
Hardware for mounting is included; type to be determined based on mounting surface.

The plaques are a custom design produced locally by Franklin Bronze Plaques in Franklin, PA.

Oil Region National Heritage Area
Historic House Plaque
Program

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- Increase awareness of the historic and architectural value of buildings within the boundaries of the Oil Region National Heritage Area.
- Encourage good stewardship of historic properties
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- Develop a file of historic houses and buildings within the Oil Region.
- Further the mission of educating and preserving the heritage of the region.

Eligibility requirements:

- Houses, commercial buildings, and churches that are at least 50 years old.
- Buildings maybe located anywhere within the boundaries of the Oil Region National Heritage Area, with the exception of Franklin and Rocky Grove. *The Franklin Preservation Association covers these two communities; we encourage residents of Franklin and Rocky Grove to contact the Association at (814) 437-9698 for more information on their program.*
- Focus of eligibility is on the exterior of the house/building.
- A completed application with attached required documentation must be completed and submitted to the Oil Region Alliance, of Business, Industry & Tourism.

The costs associated with this program are a total of \$100, including \$25 non-refundable application fee (due with application submission), and \$75 upon approval of application (due prior to plaque ordering). The plaque will bear the historic name of the house/building, or the name of the first owner, unless a historical event or name in history associated with the property is determined to be more appropriate.

Only the property owner is permitted to make application for a plaque through this program.

Completed applications and support documentation will be reviewed on an ongoing basis. The applicant will be contacted if additional information is required. Notification of approval for the Historical House Plaque will be provided in writing to the property owner. The remaining program fee of \$75 must be paid in full prior to the plaque being ordered.

The homeowner is responsible for mounting the plaque. Plaques shall be mounted on the house/building beside the front door unless there is a reason to deviate. Applicant must present the reason for deviation on the application, and if the house/building is approved for the program they will also be notified if approval has been granted for the alternative mounting location.

Signed applications that are approved for plaques provide the owner's permission for the property to be featured in any walking or driving tour (exterior only) sponsored by the Oil Region Alliance of Business & Industry, as well as other types of promotion for the Historic House Plaque program.

You are encouraged to nominate your home for this program by completing the attached application.

Review Process:

Once your application is submitted, the Oil Region Alliance Project Manager will notify the property owner that the application has been received and if it is complete. If it is complete, the application will move to the review stage.

Once the review of the application is complete, the property owner will be notified in writing whether the application has been approved. If approved a request for the remaining fee of \$75 will be issued. The custom plaque will not be ordered until the Oil Region Alliance receives the balance of the fee.

If the application is not approved, an explanation will be provided to the homeowner.

For more information about the Oil Region National Heritage Area Historic House Plaque Program, contact Mrs. Harris by telephone at 814-677-3152, Ext. 120 or email: kharris@oilregion.org.



**Sample of the
Oil Region National Heritage Area Historic House Plaque**

Description of plaque:

Weight is approximately 9 pounds

9 inches by 9 inches

Cast bronze with brown colored background

Hardware for mounting is included. There are several types of hardware available for mounting. The type of surface the plaque will be mounted to will determine the specific hardware required for each plaque.

*This project is supported by a local history grant from the
Pennsylvania Historical and Museum Commission.*

Note: The plaques are a custom design produced by Franklin Bronze Plaques located in Franklin, PA.

**Oil Region National Heritage Area
Historic House Plaque Program
Application**

House/Building Being Nominated Location:

Address: _____ PA _____		
<i>House Number and Street</i>	<i>City</i>	<i>Zip Code</i>
County: _____	Tax Assessment Parcel Number: _____	

Owner (s) Information:

Name(s): _____			
Mailing Address: _____			
<i>House Number and Street</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
Owner Telephone: _____	_____	Email _____	
<i>Home</i>	<i>Work or Alternative</i>		

Nominated House/Building Information:

Construction Date: _____ OR Construction Circa if date is not known: _____
Name of First Owner(s): _____ First Year Taxed: _____
Name of Architect or Builder if known: _____
Historic Name of House/Building (if any): _____
<i>Please Attach a Chain of Title</i>
Significant Owner History (if known)

Nominated House/Building Information (continued):

Please briefly describe any changes to the footprint and/or major structural additions to the house/building and dates if known:

Architectural Style (if known): _____

Building Materials: _____

Number of Stories: _____

Describe Any Distinguishing Architectural Features: _____

List any significant outbuildings that are/were on the property (i.e. carriage houses, gate houses, barns):

Signature and Certification of Applicant(s):

To complete your application, please sign the following statement:

As the applicant(s), I (we) certify that I am (we are) the current property owner(s) of the house/building being nominated in this application. Furthermore, I (we) certify that the information provided on this application is true and accurate to the best of my (our) knowledge. In addition, by signing this application we give permission to the Oil Region Alliance of Business, Industry & Tourism and/or its representatives permission for the property to be featured in any walking or driving tour (exterior only), as well as, other types of promotion for the Historic House Plaque program; I (we) acknowledge that the owner(s) will not be compensated for granting such permission.

Signature of Owner: _____ Date: _____

Signature of Co-Owner: _____ Date: _____

If more than one Co-Owner please indicate, and have each co-owner sign this application

Please be sure to attach a copy of all reference material used to complete this application such as the following:

- Earlier and current pictures of the house/building being nominated
- Tax record
- Sanborn Map documentation
- City Directory information
- Possible information from previous owner's will
- City permits

All attachments should be labeled using the nominated house/building address in case they are separated from the application. ***Do not submit original documents or photographs.*** Materials will not be returned; all materials submitted will become part of the project files maintained by the Oil Region Alliance.

Completed Applications (pages 3 through 5 of this document) should be submitted to:

Kim Harris, Project Manager-Heritage Development
Oil Region Alliance of Business, Industry & Tourism
217 Elm Street
Oil City, PA 16301
(814) 677-3152, Ext. 120