



## HISTORIC LANDMARK DESIGNATION APPLICATION

### **Preparing Your Application:**

Please type or use black ink and use paper no larger than 11" x 17" for the required supporting information. Smithfield Planning Department staff is available to advise in the preparation of applications.

### **Filing Your Application:**

When completed, the attached application will initiate consideration of a property for designation as a local historic landmark. The application will enable the Smithfield Historic Preservation Commission (SHPC) to determine whether the property qualifies for designation. Deliver the application to Smithfield Planning Department, PO Box 761, and 350 East Market Street, Smithfield, NC 27577. Submitted materials become the property of the Smithfield Government and will not be returned. Incomplete applications will be returned to the applicant for revision. Smithfield Planning staff will contact applicants after receiving an application to discuss the next steps of the designation process. Contact Smithfield Planning Department with any questions at 919-934-2116 ext. 1112, or e-mail at [mark.helmer@smithfield-nc.com](mailto:mark.helmer@smithfield-nc.com). Smithfield Planning Department can be found on the web at [www.smithfield-nc.com/depts/planning](http://www.smithfield-nc.com/depts/planning). Thank you very much for your interest in protecting Smithfield's historic resources.

\*The guidelines developed for this application are based on the evaluation process used by the National Register of Historic Places. National Register evaluation principles regarding criteria, category classifications, and integrity have been adapted for local applications.

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### 1. **Name of Property**

Historic Name: \_\_\_\_\_

Current Name: \_\_\_\_\_

### 2. **Location**

Please include the full street address of the property, including its local jurisdiction. North Carolina Property Identification Numbers (PIN) can be found at the Johnston County on-line mapping application website at <http://www.johnstonnc.com> or by contacting the Smithfield Planning Department.

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

City/Town/Jurisdiction: \_\_\_\_\_

NC PIN Number: \_\_\_\_\_

3. Owner Information (if more than one, list primary contact)

Name: \_\_\_\_\_

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

4. Applicant/Contact Person (if other than owner)

Name: \_\_\_\_\_

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

5. General Data/Site Information

A. Date of Construction and major additions/alterations: \_\_\_\_\_

B. Number, type, and date of construction of outbuildings: \_\_\_\_\_

C. Approximate lot size or acreage: \_\_\_\_\_

D. Architect, builder, carpenter, and/or mason: \_\_\_\_\_

E. Original Use: \_\_\_\_\_

F. Present Use: \_\_\_\_\_

6. Classification

A. Category (building(s), structure, object, or site):

**Building** – A “building” is created principally to shelter any form of human activity. (i.e.: house, barn, hotel, church, school, and theater, stable)

**Structure** – The term “structure” is used to distinguish from buildings constructions made usually for purposes other than creating human shelter (i.e.: tunnel, bridge, highway, and silo)

**Object** – The term “object” is used to distinguish from buildings and structures those constructions that are primarily artistic in nature. Although it may be, by nature or design, movable, an object is associated with a specific setting or environment. (i.e.: sculpture, fountain, monument)

**Site** – A site is the location of a significant event, prehistoric or historic occupation or activity, or building or structure of historical, cultural, or archaeological value, whether standing, ruined, or vanished, where the location itself possesses historical, cultural, or archaeological value regardless of the value of any existing structure. (e.g., Native American village, battlefield, cemetery, designed landscape)

B. **Ownership (check one)**    Private            Public

C. **Number of Contributing and non-contributing resources on the property:**

A contributing building, site, structure, or object adds to the historic associations, historic architectural qualities, or archeological values for which a property is significant because it was present during the period of significance, relates to the documented significance of the property, and possesses historic integrity or is capable of yielding important information about the period.

	<u>Contributing</u>	<u>Non-contributing</u>
<b>Buildings</b>		
Structures		
Objects		
Sites		

D. **Previous field documentation**  
(when and by whom): \_\_\_\_\_

Please contact the Survey Coordinator at the State Historic Preservation Office to determine whether the property has been included in a county survey (733-6545)

E. **National Register Status and date (listed, eligible, study list):**

Please contact the National Register Coordinator at the State Historic Preservation Office to determine National Register status (733-6545)

7. **Supporting Documentation (Attach to application on separate sheets)**

A. **Required Photographs**

(2) sets, current black and white prints (4" x 6" or larger): **and**

(1) set of current color slides

- For **buildings** and **structures**, includes all facades and at least one (1) photo and one (1) slide for all other contributing and non-contributing resources. Also include at least one (1) photo that shows the main building or structure within its setting. For **sites**, include overall views and any significant details. For **objects**, include a variety of representative views, as well as a view of the object within its setting.
- Photos and slides must be identified with the name of the property, its address or location, and the date.

B. **Maps**

Include two (2) maps; one (1) clearly indicating the location of the property in relation to the local community, and one (1) showing the boundaries of the property. Tax maps with the boundaries of the property are preferred, but

survey or sketch maps are acceptable. Please show street names and numbers and all structures on the property.

**C. Historical significance (Applies to all classifications)**

- Note any significant events, people, and/or families associated with the property. Please clearly define the significance of the property in the commercial, social or political history of the local community. (For example, the property may have been the birthplace of an influential citizen, represent historical patterns of commercial or agricultural development, or served as an important center of community activity). Include all major owners.
- Please include a bibliography of sources consulted.

**D. Architectural description, significance and integrity (Applies to buildings, structures, and objects)**

- For **buildings and structures**, describe additions, remodeling, and alterations, including exterior architectural features. Also describe significant outbuildings. For **objects**, describe the physical appearance of the object(s) to be designated.
- Context of the history of the local community. (For example, the building or structure might be one of town's only surviving examples of Greek revival style, or it may be a unique local interpretation of the Arts and Crafts movement. An object might be a statue designed by a notable sculptor.
- Include a statement describing how the building, structure, or object currently conveys its historic integrity. For example, does it retain elements of its original design, materials, location, workmanship, setting, historic associations, or feeling, or any combination thereof?
- Please include a bibliography of sources consulted.

**E. Property boundary, significance and integrity (Applies to all classifications)**

- Describe the land area to be designated, address any prominent landscape features.
- Clearly explain the significance of the land area proposed for designation and its historical relationship to the **building(s), structure(s) or object(s)** located within with property boundary or, in the case of **sites**, the historical event or events that may represent part of or the entire original parcel boundaries, or may encompass vegetative buffers or important outbuildings. For **objects**, the designated land area may continue to provide the object's historical context (i.e., a statue's historic park setting). For **sites**, the designated area may encompass a landscape that retains its historical integrity (i.e., a battlefield encompassing undisturbed historic view sheds).

I have read the general information on landmark designation provided by Smithfield Historic Preservation Commission and affirm that I support landmark designation of the property defined herein.

8. **Signatures**

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Owner: \_\_\_\_\_ Date: \_\_\_\_\_