

City of Kingsville
Application for Local Historic Landmark Designation
City of Kingsville Municipal Code Sec. 3-15-5-4

Type of Historical Designation (circle one)

Event Church Congregation Structure Cemetery

Name of application (ex) J.R. Chandler House

Location - Property must be located within the Kingsville City limits or ETJ (extra territorial jurisdiction)

Street address and/or specific directions

County City State Zip

Owner of historic site

Name _____

Address _____ City/State/Zip _____

Phone _____ Email _____

Sponsor of historical marker application

Name _____

Address _____ City/State/Zip _____

Phone _____ Email _____

Brief description of proposed landmark (attach pages if necessary)

MARKER INFORMATION

If accepted into the program, applicant is required to purchase a Kingsville Landmark historical marker for the property or event at a cost of \$125. Financial assistance is available for those who cannot afford a marker. Call for details.

I the undersigned understand that an oval marker must be purchased if application is approved.

Signature of Applicant _____ Date _____

Received: Signature of Staff _____ Date _____

410 W King Ave., Kingsville, Texas 78363
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City of Kingsville Local Historic Landmark Program

The designation *historic landmark* recognizes that the historic place, site, subject, area or the building(s), structure(s), accessory building(s), fences or other appurtenances at the place, are of basic and vital importance for the preservation of local cultural sites.

The Kingsville Historical Development Board may recommend designation of any property, site, subject or area as a local historic landmark that in its opinion has distinguishing characteristics:

- Is a very important specimen of an architectural type
- Has exceptional value as a part of local history and culture
- Is directly associated with an important architect, builder, owner, event, or community pride

The City Commission may designate certain places in the city as historic landmarks. Such places will bear the word "historic" in their zoning designation and shall continue to bear their use designations by letter as provided in the general zoning ordinance of the city.

Steps for submitting a Request for Designation

1) Applicant will obtain a Kingsville Historical Marker Application Packet from City of Kingsville including the following:

- a. Application form
- b. Research Guide for appropriate type of marker
- c. Guide for preparing reference notes
- d. Example of narrative

2) Application must be filled out by applicant and submitted along with the narrative to the City of Kingsville for review by the Historical Development Board. Staff may request additional information for the application

3) Upon receipt of the application, the Board shall at its next regularly scheduled meeting consider the application for approval or denial. The person(s) requesting local landmark designation shall be advised of the time and place of the meeting and invited to appear to explain their reasons thereof. The Board may hold any additional meetings it considers necessary to carry out its responsibilities.

4) Upon receipt of the report of the Board, the City Commission shall make its determination at their next regularly scheduled meeting and immediately notify the applicant in writing of its approval or denial of the request for local landmark designation.

**City of Kingsville Historical Marker Program
Marker Research Guide
Structures located within the Kingsville City Limits**

Eligibility: Structures must be located within the Kingsville City limits, be at least 50 years old, and exhibit both architectural and historical significance.

Costs: All costs for plaques or any fees will be borne by the applicants. Applicants are required to purchase the oval Kingsville Landmark plaque if an application is approved.

Applications: Applications for local historic landmark designation must be submitted to the City of Kingsville, Planning and Dev. Services Dept. City staff may request additional information for an application. The Kingsville Historical Development Board will review completed applications. This Board may request additional information from the applicant and will make a recommendation regarding the application to City Commission for their final approval. Applications recommended for approval will be submitted to the Planning and Dev. Services Department at the below address. The application should include but not be limited to the following information:

1. Completed application form
2. Historic Name, with background information
3. Location
4. Date of Construction and complete construction history inc. building materials used, major alterations, etc.
5. Architect, builder, contractor if known
6. Brief architectural description
7. First owner and all or any subsequent owners and occupants, including vital dates of occupancy with background information such as professional/business activities, community activities, military service, public service etc.
8. Owners or occupants associated with any major alterations to the structure
9. List any organizations or business that have occupied the structure with a brief history of each
10. Information on surroundings and setting such as significant out buildings, landscape features, relationship to adjacent properties, etc.

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Churches located within the Kingsville City Limits

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1. Completed application form
2. Current, former, historic or other known names, with background information on the origin of the names.
3. Current location, former location explanation for relocations.
4. Founding information such as names of initial members, clergy, date and circumstances of establishment.
5. Denominational affiliations, cultural or ethnic associations
6. Significant people associated with the congregation, with relevant background information and vital dates of association, as well as birth and death dates where applicable.
7. Information on structures and meeting facilities
8. Historical community service or activities
9. Outreach programs including mission work
10. Group activities (e.g. women, men, youth, etc.)
11. area served
12. Associated educational institutions, cemeteries, organizations, etc.
13. Significant events associated with the congregation.

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**City of Kingsville Historical Marker Program
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Cemeteries located within the Kingsville City Limits**

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1. Completed application form
2. Current, former, historic or other known names, with background information on the origin of the names.
3. Current location, including relation to communities, towns or natural features.
4. Pertinent historical information on surrounding communities or settlements
5. Founding information, including date established and biographical information on individuals who established the cemetery (is applicable) Architect, builder, contractor if known
6. Cultural, ethnic or religious associations
7. Cemetery association history
8. Biographical and vital information (e.g. birth and death dates) related to earliest burials (marked or unmarked)
9. First owner and all or any subsequent owners, including vital dates of ownership, additions, or expansions of the cemetery
10. Significant individuals buried in the cemetery including birth and death dates, organization affiliations, and biographical sketch if available
11. Physical description of the cemetery, including types of stones and markers, landscaping features, sections (curbed plots for families or individuals, segregated areas, baby fields etc.) interesting or other noteworthy features

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Events within the Kingsville City Limits**

Eligibility: Events as topics for a Kingsville Historical Marker must have taken place more than 30 years ago, are historically significant and have definite beginning and ending dates. Application must demonstrate the historical significance of the event including its influence, effect or impact on the course of history or cultural development. Age alone does not determine significance. Application should address local history and local significance

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1. Completed application form
2. Historic Name, with background information on causes of the event
3. Beginning and ending dates
4. Location of the event with current site information
5. Individuals, organizations or businesses involved in the event with a brief history of each and vital dates (birth and death if available)
6. Information on the influence, effect or impact of the event on local history, or cultural development
7. How did the event play a role in history?
8. How has it made a difference in the context of local, state, or national history?
9. What is the period of historical significance for the event?
10. Remaining physical reminders (structures, inventions, memorials, etc.)

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