



HISTORIC SITE AND MONUMENT COMMISSION (HSMC)

Application for Historical Markers, Monuments, and Public Art

2024

HSMC reviews all historical markers, monuments, and public art on public property; markers, monuments, and public art visible from the public right-of-way on private property within all local historic districts; murals visible from the public right-of-way.

Applications that do not provide documentation or required materials will be noted as incomplete and may result in delays in the Commission or Staff's review of the application and/or denial of the request. Revisions made to the applications after the submittal deadline

and prior to the Commission hearing may be continued to the following month's hearing. The Commission reserves the right to require additional information if it believes that the submission of such information is necessary to understand the nature of the intended activity.

Submissions will only be accepted when emailed to historic@thempc.org. Ensure the file size does not exceed 10 MB.

For questions, email preservationquestions@thempc.org or call 912-651-1440.

Do not email questions to historic@thempc.org. If email is not available, contact the office for alternate arrangements.

File No.: _____ (staff only)

Applicant Contact Information:

Name: _____

Address: _____

City: _____ State _____ Zip _____

Phone: _____ E-Mail Address _____

Property Owner Contact Information and Consent (Complete only if the marker will be on private property):

Name: _____

Address: _____

City: _____ State _____ Zip _____

Phone: _____ E-Mail Address _____

Official Correspondence: Applicant Owner Other _____ (Check all that apply)

Property Information: (PIN information can be found at www.sagis.org.)

Public Property Private Property PIN (Property Identification Number): _____

Address: _____

Scope of Work: (Check all that apply.)

HISTORICAL MARKER:	MONUMENT:
<input type="checkbox"/> Freestanding	<input type="checkbox"/> Person
<input type="checkbox"/> Wall-Mounted	<input type="checkbox"/> Place
<input type="checkbox"/> Ground-Embedded	<input type="checkbox"/> Event
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:
PUBLIC ART / MURAL (Commissioned or Existing Work):	NAMING AND RENAMING:
<input type="checkbox"/> Mural	<input type="checkbox"/> Public Property
<input type="checkbox"/> Sculpture	<input type="checkbox"/> Public Facilities
<input type="checkbox"/> Other:	<input type="checkbox"/> Public Streets

Project Description: Describe the proposed project and scope of work in detail. Additional pages may be attached. Submit all supplemental documentation as required in the separate “Instructions: Submittal Criteria Checklist.”

Contact staff to schedule a pre-meeting: preservationquestions@thempc.org or call 912-651-1440.

Pre-meetings must be held a minimum of ONE WEEK before a deadline.

2024 Savannah-Chatham County Historic Site and Monument Commission Meeting Schedule:

Application Deadline (Due by Close of Business - 5:00 pm)	Meeting Date
<input type="checkbox"/> Thursday, December 7, 2023	Thursday, January 4, 2024
<input type="checkbox"/> January 4	February 1
<input type="checkbox"/> February 1	March 7
<input type="checkbox"/> March 7	April 4
<input type="checkbox"/> April 4	May 2
<input type="checkbox"/> May 2	June 6
<input type="checkbox"/> June 6	July 1 MON
<input type="checkbox"/> July 3 WED	August 1
<input type="checkbox"/> August 1	September 5
<input type="checkbox"/> September 5	October 3
<input type="checkbox"/> October 3	November 7
<input type="checkbox"/> November 7 (December 5)	December 5 (January 9, 2025)

Estimated Cost of the Proposed Work: \$ _____

Filing Fee Schedule:

No filing fee is required for HSMC review.

Public Notice for Historic Site and Monument Commission Meetings:

The applicant is responsible for posting the Board Meeting signs provided by the MPC fifteen (15) days prior to the HSMC Meeting. Refer to *Chapter 9 of the Markers, Monuments, and Public Art Master Plan and Guidelines for the City of Savannah* for additional posting requirements.

Signature of Legal Owner or Authorized Agent:

I have read and understand all the information enclosed in this application form. I understand that an Escrow Payment is required for any historical marker erected on public property. I hereby certify that I am the legal owner or authorized agent for the legal owner of the subject property.

Signature: _____ **Date:** _____

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A complete application submission consists of:

1. Complete, signed application
2. Complete, signed checklist(s) for each request
3. Checklist documentation
4. Payment receipt

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