



PRINCE GEORGE'S COUNTY HISTORIC PRESERVATION COMMISSION

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HPC Policy #2-87

PRINCE GEORGE'S COUNTY HISTORIC SITE PLAQUE PROGRAM POLICIES

The Prince George's County Historic Site Plaque Program makes available cast bronze plaques to the owners of designated Historic Sites. The handsome plaque is designed to be placed on the historic building in recognition of its status as a Historic Site and the commitment of its owner to act as a steward of the County's heritage. The program, established in 1986, is sponsored by the County Executive in cooperation with the Historic Preservation Commission.

The plaques are cast bronze and oval in shape, approximately 7" x 10". The center of the plaque contains the County seal in raised relief, with the words "Prince George's County Historic Site" written around the circumference. The full cost of the plaque is \$200.00. The cost to the property owner is \$100.00.

An applicant's signature on a plaque order form signifies acceptance of the following terms:

- 1) The Historic Preservation Commission retains control of the plaque.
- 2) The Historic Preservation Commission reserves the right to remove a plaque if a property's architectural integrity is diminished by future alterations.
- 3) The plaque must be placed on the exterior wall of the building, or on a wall, fence or post on the property within public view. Any divergence from such placement must be approved by the Historic Preservation Commission.
- 4) A property owner will notify the Historic Preservation Commission of any proposed alterations and will apply for any necessary permits.

Instructions for Affixing Plaques

In order to ensure that Historic Site plaques will be seen to their best advantage, and that they will be displayed in a uniform manner, the Historic Preservation Commission has developed the following guidelines for affixing them. *Departures from these guidelines must be approved by the Historic Preservation Commission. The Commission requests that you follow these guidelines as closely as possible.*

- 1) The plaque should be affixed to the primary building on the designated Historic Site, close to the main entrance, and as close to "eye level" as possible.
- 2) Where installation on the building itself is impossible or undesirable because of the potential for damage to the property (as in the case of a masonry building, for example) or where a site without a building is being marked, the plaque can be placed on a freestanding post. The attachment illustrates a simple and attractive post and plaque.

- 3) The Historic Site plaque comes with four 4" studs, 3/16" in size. The studs should be put into the mounting holes in the plaque. A paper template should then be cut out and the studs pushed through the paper. The template can be used to draw circles on the building, one for each hole. Apply "Epoxy PC7" construction glue around the studs and cover the entire back of the plaque with it. Press the plaque firmly against the building to push any air out of the glue.

- 4) When installing plaques on masonry buildings, use a masonry (carbide tip) bit to drill holes in the mortar joint, not to exceed the width of the joint. Mortar joints are easily repaired, whereas masonry is not. The upper holes should be aligned with the mortar joints. If, as a result of aligning the upper holes, the lower holes do not align with mortar joints, there are three choices for correcting the situation: (1) drill a single new hole centered in the lower area of the plaque to align with the mortar joint, (2) do not use the lower holes, (3) drill into the masonry for fasteners, using existing holes.

Adopted 7/21/87

Revised 5/27/92

6/16/92

4/15/94

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