



Historic Marker Order Form and Application

Cobb Landmarks historic markers are composed of a durable black sintra sign with a wrought iron frame and post. Owners of historic Cobb County structures may apply for a historic marker using the form below. Applications will be reviewed to see if they meet the requirement listed below. Once your application is approved, plan for approximately 2-3 weeks for production.

Eligible properties should:

- Be at least fifty years old and should retain its historic integrity.
- Be listed in the National Register of Historic Places, either individually or as a contributing property to a National Register District.

-----or-----

- Be individually eligible for the National Register.

NAME _____

ADDRESS _____

PHONE _____ EMAIL _____

NAME(S) ON SIGN*: _____

DATE ON SIGN*: _____

**See attached documentation forms for guidance.*

Include the following information in your application:

The applicant for a historic marker should include the documentation indicated below about their historic building. This documentation is necessary to determine a historically accurate name and date to be placed on the historic marker. It also provides an opportunity for the building owner to learn more about their historic resource.

DEED RESEARCH

Historic marker applicants should include with their order form all past and present deeds for their property. Researching the purchase/sale of the historic structure from present time back to its origin provides a date of construction (or approximate date of construction), and the names of former owners.

The date of construction is determined by the date of the original deed, or by the first deed that indicates a structure on the property. (A structure is indicated when the deed includes the words “appurtenances” or “building”).

The names of the former owners of the structure are indicated by the buyer’s and seller’s (grantee and grantor) names on the deeds. These are used to determine the building name placed on the historic marker, which is developed by the present owner and approved by Cobb Landmarks.

Deed documents for Cobb County resources are available at the Cobb County Courthouse in Marietta. The deed room is located at 10 East Park Square, which is the mirrored building on the east side of the square at the corner of Roswell Street. See the “how to” form available in the Cobb County deed room for assistance with deed research.

PHOTOGRAPHS

The historic marker application requires one exterior photograph of the historic resource. However, applicants are encouraged to provide additional photos with their application. Additional photographs can include historic photographs, photographs of interior spaces and interior historic elements, and additional exterior photographs.

SANBORN MAP RESEARCH (optional)

Sanborn Fire Insurance Maps are detailed city plans showing the location of individual buildings in a community, as well as their use, construction material, number of stories and other details. The maps were published starting in the 1870’s and were used by insurance agents to assess risk and determine premiums. Today they serve as an invaluable research tool.

Sanborn Maps for Marietta, are located in the Georgia Room of the Cobb County Central Library. The library is located at 266 Roswell Street, Marietta, at the corner of Roswell Street and Alexander Street near the square. The library also contains a limited amount of maps for Austell and Acworth.