



## City of Wylie Historic Building Marker Application

*Submit the completed application to the following address:  
City of Wylie, Planning Department  
300 Country Club Road, Wylie, TX 75098*

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

### **I. Applicant/Agent Information**

Name of Applicant \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_

E-mail Address \_\_\_\_\_  
\_\_\_\_\_

### **II. Owner Information (If different from Applicant)**

Name of Owner \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_

E-mail Address \_\_\_\_\_  
\_\_\_\_\_

### **III. General Building Information**

Name of Building \_\_\_\_\_

Address of Building \_\_\_\_\_  
\_\_\_\_\_

Date of Construction Known \_\_\_\_\_ or Circa \_\_\_\_\_  
(If not known provide approximate date Circa )

Architect/Designer \_\_\_\_\_

Builder/Contractor \_\_\_\_\_

Architectural Period/Style \_\_\_\_\_

Legal Property Description of Current Location (Lot and Block Numbers)

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Does the building remain on its original site?

☐ Yes

☐ No (specify original location) \_\_\_\_\_

List any known historical facts regarding the structure

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Indicate the original and adapted uses of the building.

Original Uses

- ☐ Agriculture \_\_\_\_\_
- ☐ Commerce \_\_\_\_\_
- ☐ Education \_\_\_\_\_
- ☐ Government \_\_\_\_\_
- ☐ Healthcare \_\_\_\_\_
- ☐ Industrial \_\_\_\_\_
- ☐ Recreation \_\_\_\_\_
- ☐ Religious \_\_\_\_\_
- ☐ Residential \_\_\_\_\_
- ☐ Social \_\_\_\_\_
- ☐ Transportation \_\_\_\_\_

Adapted Uses

- ☐ Agriculture \_\_\_\_\_
- ☐ Commerce \_\_\_\_\_
- ☐ Education \_\_\_\_\_
- ☐ Government \_\_\_\_\_
- ☐ Healthcare \_\_\_\_\_
- ☐ Industrial \_\_\_\_\_
- ☐ Recreation \_\_\_\_\_
- ☐ Religious \_\_\_\_\_
- ☐ Residential \_\_\_\_\_
- ☐ Social \_\_\_\_\_
- ☐ Transportation \_\_\_\_\_

IV. Architectural Description

A. Physical Characteristics

	Original	Current
Number of stories	_____	_____
Orientation	_____	_____
Floor Plan		
Open plan	<input type="checkbox"/>	<input type="checkbox"/>
L-plan	<input type="checkbox"/>	<input type="checkbox"/>
Modified L-plan	<input type="checkbox"/>	<input type="checkbox"/>
Center passage plan	<input type="checkbox"/>	<input type="checkbox"/>
2-room plan	<input type="checkbox"/>	<input type="checkbox"/>
T-plan	<input type="checkbox"/>	<input type="checkbox"/>
Shotgun plan	<input type="checkbox"/>	<input type="checkbox"/>

Asymmetrical plan	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Roof Type		
Gable	<input type="checkbox"/>	<input type="checkbox"/>
Hipped	<input type="checkbox"/>	<input type="checkbox"/>
Flat with parapet	<input type="checkbox"/>	<input type="checkbox"/>
Gambrel	<input type="checkbox"/>	<input type="checkbox"/>
Mansard	<input type="checkbox"/>	<input type="checkbox"/>
Shed	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/> _____	<input type="checkbox"/> _____

**B. Materials** (Please check all that apply)

	Original	Current
Construction		
Frame	<input type="checkbox"/>	<input type="checkbox"/>
Solid Brick	<input type="checkbox"/>	<input type="checkbox"/>
Solid Stone	<input type="checkbox"/>	<input type="checkbox"/>
Concrete	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Foundation		
Pier and Beam	<input type="checkbox"/>	<input type="checkbox"/>
Stone	<input type="checkbox"/>	<input type="checkbox"/>
Brick	<input type="checkbox"/>	<input type="checkbox"/>
Concrete	<input type="checkbox"/>	<input type="checkbox"/>
Concrete Masonry Units	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Exterior Wall Surface		
Siding (specify type)	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Stucco	<input type="checkbox"/>	<input type="checkbox"/>
Stone	<input type="checkbox"/>	<input type="checkbox"/>
Brick	<input type="checkbox"/>	<input type="checkbox"/>
Wood Shingle	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Windows		
Wood Sash	<input type="checkbox"/>	<input type="checkbox"/>
Aluminum Sash	<input type="checkbox"/>	<input type="checkbox"/>
Single-hung	<input type="checkbox"/>	<input type="checkbox"/>
Double-hung	<input type="checkbox"/>	<input type="checkbox"/>
Casement	<input type="checkbox"/>	<input type="checkbox"/>
Fixed	<input type="checkbox"/>	<input type="checkbox"/>
Awning	<input type="checkbox"/>	<input type="checkbox"/>
Hopper	<input type="checkbox"/>	<input type="checkbox"/>
Sliding	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Roof Materials		
Shingles (specify type)	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Tile (specify type)	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Slate	<input type="checkbox"/>	<input type="checkbox"/>

Metal (specify type)	<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
Other	<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
Primary Exterior Color		_____		_____
Secondary (Trim) Color		_____		_____

## V. Supporting Documentation

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Please attach the following information. All written documentation should be double spaced, 12 point-font, justified.

### A. Alterations

List any known changes or modifications made to the property throughout its history.

### B. Historical Figures/ Historical Information about individuals who are associated with the property.

List any historical figures associated with the property. Provide names and occupations.

### C. Property Ownership

Legal description of property with a location map as well as a list all known owners of the property. Include original owner and subsequent owners.

### D. Tenant History

List all known tenants of the property throughout its history.

### E. Narrative History

Attach a narrative explanation of the chronological and historical development of the property. (See attached example.) The above information should be included as part of your narrative.

### F. Drawings

- Provide a sketch of the current site plan. Include the proposed location of the historic plaque.
- Provide a sketch map indicating the nominated property and any related sites.
- Copies of Sanborn Maps <sup>TM</sup> showing the house's relationship to other homes and the footprint of the house

### G. Photographs

Historic

- Provide at least one historic photograph of the property.

Current

- Provide at least one current photograph of the property illustrating its surrounding context. For example, photograph the streetscape in which the building is included.
- Provide at least one photograph of each side of the building.

**H. Additional Information**

Provide any additional information that supports the application. This may include copies of architectural drawings, letters, oral histories, newspaper/magazine articles, etc.

**I. References**

Attach a list of the books, articles, Sanborn Maps™, newspapers, and other sources used in preparing this form. (See a list of possible references after the signature page.)

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The Historic Review Commission requests that all plaques be mounted on the front façade of the approved building within thirty (30) days of receipt.

Permission of owner for plaque placement ☐

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Applicant Signature

Owner Signature

## Property Research Terms

**Abstract of title:** A complete historical summary of all recorded documents affecting the title of a property. An abstract can also be the original grant, usually followed by a number. Example: T. Lindsay Baker League, A-117.

**Affidavit:** A sworn statement, usually for purposes of establishing land use and ownership or legal heirs.

**Assignee:** One to whom a right or property is transferred.

**Chain of title:** The linkage of property ownership that connects the present owner to the original source of title.

**Cloud on the title:** Any claim, lien, or encumbrance that impairs title to the property.

**Codicil:** A written supplement or amendment to an existing will.

**Deed:** A document that when properly executed and delivered conveys title to land.

**Deed of trust:** A deed given to secure a loan and treated as a mortgage.

**Easement:** The right or privilege one party has to use land belonging to another for a special purpose not inconsistent with the owner's use of the land.

**Executor or executrix:** A person named in a will to carry out its instructions.

**Fee simple:** The most complete set of rights one can hold in land and land ownership.

**Gift deed:** A deed that usually states "love and affection" as the consideration.

**Grant:** The act of conveying ownership; also the original division of land in conveyance from the government to an individual or company.

**Grantee:** The person named in a deed that acquires ownership.

**Grantor:** The person named in a deed that conveys ownership.

**Heirs:** Those designated by law to receive the property of a deceased person if he leaves no will.

**Intestate:** One who dies without a legal will.

**Lien:** A hold or claim which one person has on the property of another to secure payment of a debt or other obligation.

**Mechanic's lien:** A claim placed against property by unpaid workmen or material suppliers.

**Metes and bounds:** A method of land description that identifies a parcel by specifying its shape and boundaries.

**Monument:** An iron pipe, stone, tree, or other fixed point used in making a survey.

**Partition:** To divide jointly held property into distinct portions.

**Party wall:** A fence or wall erected along a property line for the mutual benefit of both owners.

**Personal property:** A right or interest in things of a temporary or movable nature; anything not classed as real property.

**Plat:** A map that shows the location and boundaries of individual properties.

**Promissory note:** A written promise to pay a debt.

**Oil, gas, and mineral lease:** An agreement that grants use of the land for the purpose of exploration/production.

**Quit claim deed:** A document conveying whatever title interest the grantor has.

**Real property:** Land and improvements.

**Sheriff's deed:** A deed issued as a result of a court-ordered foreclosure sale.

**Testate:** To die with a last will and testament.

**Title search:** An inspection of publicly available records and documents to determine the current ownership and title condition of a property.

**Trustee:** One who holds property in trust for another.

**Warranty deed:** Essentially a deed guaranteed free from encumbrances.

Terms collected by Dan Utley of the Texas Historical Commission from the following source:

Charles J. Jacobus and Bruce Harwood, eds. *Texas Real Estate*, Third Edition. Reston, VA: Reston Publishing Company, 1983.