

WAYNE COUNTY HISTORICAL SOCIETY

HISTORIC RECOGNITION AND PLAQUE PROGRAM

The Historic Plaque Program

The Wayne County Historical Society established its Historic Recognition and Plaque Program as a means for promoting Wayne County’s rich and diverse historical and architectural character. The program is intended to foster awareness of the county’s architectural heritage, to encourage a sense of pride in the community, and to advance good stewardship practices.

Qualifying Properties

In order to qualify for a plaque, a Pioneer House, a 100-Year-Old House, a Century House, or a County Historical Landmark must first be approved and then listed in the Wayne County Historical Society’s register. See additional materials that describe the process for qualifying your property to receive this listing and bear a site marker plaque.

The Historic Site Marker Plaque

The Wayne County Historical Society plaques are aluminum with a black background. The County Historical Landmark plaque measures 14” x 10”. The Pioneer House, 100-Year-Old House, and Century House plaques measure 12” x 9”.

Cost of a Plaque

The approximate cost of a plaque is \$300.

Application for a Plaque

First, complete the application form to register your property. Then, if you also wish to order a plaque, complete the bottom portion of this form. For the most current plaque price, contact the designated Historical Society person named at the end of instructions.

I am interested in purchasing a historic site marker plaque.

Plaque Type

Name _____ Pioneer House
Company _____ 100-Year Old House
Address _____ Century House
City _____ Zip _____ County Historical Landmark

Phone _____

Attaching Surface

Signature _____ Date _____ Wood
Payment Received Date _____ Brick
By _____ Concrete Block
 Other _____

WAYNE COUNTY HISTORICAL SOCIETY

CENTURY HOUSE

Procedure and Instructions

The Wayne County Historical Society is pleased that you desire to have your home designated as a **Century House**. We are ready to help you realize your goal. However, our policy is for you to do as much of the research as possible; the award will mean more to you and your family that way. Please remember that this application is for homes that are at least 100 years old and have been in the same family during that entire period.

First, you must document the age of your home. You may have materials already in your possession that will meet the need for documentation. For example, newspaper articles, personal letters, or dated cornerstones may be helpful.

In most cases, documenting the age of your home is easy. You can do this from your personal computer.

1. Open the website www.waynecountyauditor.org.
2. On the left in black, find the heading "Property Search." Under that, locate the subheading in red that says "Search." Click on "Search."
3. Enter the property owner's name as requested and click the "Search" box.
4. Highlight the appropriate name listing.
5. On the new page that pops up, click on the "residential" tab in red under the parcel number. On the screen that now appears, you will find the date the home was built. If the date is there and it is at least 100 years ago, print the page and attach it to your application. You have successfully verified your home's age and may skip the next section entirely.

If you were not successful with the above method, work your way through as many of the steps below as necessary until you find proof of the year your home was built.

1. First, you need to know the township, address, and lot number of your home. This is shown on your real estate tax receipt.
2. If you believe your home was built prior to 1897, visit either the Wayne County Public Library or the Historical Society and ask for the Caldwell Atlas of 1897 to see if a map shows the location of your home. If it is clearly shown, record the page number and skip the remaining steps.
3. If you believe your home was built in 1897 or later, go to the Map Office at the Wayne County Administration Building, 428 West Liberty Street. This office has readily accessible maps for your use. Look at the plot books for the time period when you think your home was built; the plot maps generally show homes. If you are successful in finding a home on your property, note the volume title and page number where you found the information; skip the remaining steps.
4. If you still have not found your home, go to the Auditors Office in the same building. At the real estate counter, ask the employee to check to see if their records show the year that a home first appeared on your property. If found, ask for a copy of the record and skip the remaining steps.
5. If you are still looking, go to the microfilm department in the basement of the same building. Here, old records on microfilm may reveal when a home was erected on the property. If you are successful in finding

a home on your property, note the volume title and page number where you found the information. Skip the remaining steps.

6. Your last hope is the Treasurer's Office and/or a repeat visit to the Auditor's Office. Explain your problem. The staff may be able to help.

When you have proof of the age of your home, you next need to document that the home was owned by the same family/bloodline during that entire time period. To do this, you must know who owned the house throughout its history and then show that these were members of the same family. You might find a complete list of owners during your search for verification of the age of your home. You might seek verification of family relationships through research in the genealogy department of the Wayne County Library. You might already have personal family sources/records that would verify ownership and relationships.

When you have evidence that your home is at least 100 years old and has been owned by the same family during this time period, fill out the Century House application that follows and attach all your documentation. If you wish to order a plaque, fill out the lower section of the sheet on Historic Site Markers and provide a check for \$200 made out to the Wayne County Historical Society; this check will only be cashed if your property is approved for listing on the registry. If you prefer, you may submit the application materials without the order form for a plaque and the check. Then, if the application is approved and you want to order a plaque, you will need to fill out the order form and provide a check for \$200. When the plaque arrives, you will be informed of the additional amount due; this must be paid when the plaque is delivered to you.

Deliver your application materials by mail or in person to the designated contact person listed below (preferred) or to the Historical Society office in the Kister Building (Wayne County Historical Society, 546 East Bowman Street, Wooster, OH 44691).

We will review your application and contact you as soon as we make a decision. If the decision is positive, we will discuss the specific design of your plaque and order it for you. Expect to receive it 4-6 weeks after it is ordered. When the plaque arrives, we will let you know of its arrival and deliver it to you.

There are no restrictions on what you do to your home because of its designation as a Century House. Also, your home will not fail to qualify because you have changed some of its initial features or added on to the home.

Designated Wayne County Historical Society contact person:

Joan Robertson

547 Meadow Lane

Wooster, OH 44691

330 263-0129

landmarkcomm@waynehistoricalohio.org

WAYNE COUNTY HISTORICAL SOCIETY
Historic Recognition and Plaque Program
Application for a **CENTURY HOUSE**

Definition: A house that is 100 years old or more and has been continuously owned by the same family/
bloodline for 100 years or more.

Location: _____
House Number Street, Road, Drive

City or Town Township or Section

Owner of Building: Name _____
Address _____ **City** _____

Type of Construction:

Wood Frame _____ Brick _____ Stone _____ Log _____ **No. of Stories:** _____

General Description: i.e. porches, roof design, chimney, cellar and estimated size, etc.

Builder/Contractor (if known) **and year of construction** _____

Original owner(s) _____

**Documentation that this house is 100 years old or more and has been owned and occupied by
the same family/bloodline during this time:**

Application prepared by: Name _____

Phone _____ Email _____

Application approved by: _____

Title: _____ Date: _____