



Century Home Program Application

Thank you for your interest in the Ashtabula County Historical Society's Century Home Program. The program recognizes and celebrates historic properties throughout Ashtabula County and encourages the preservation and documentation of the places that connect our communities to the past. This application is intended to help ACHS document the history, age, architecture, ownership, and significance of your property.

Please provide as much information as you currently know. You do not need to be a professional historian or researcher to apply. Homeowners are permitted to provide their own research or may request research be conducted by the Historical Society for a fee. The Century Home Committee may conduct additional research or contact you for clarification or supporting documentation during the review process.

Tips for Streamlining Your Application

1. Provide an interesting, written summary or history of your home. This will be preserved in the record of your century home and will become part of the ACHS archives.
2. Provide several recent, full-color photos of your home
3. Utilize the deed chain report as a cover sheet for copies of deeds pertaining to the home

Application Structure

Please submit your application in the following order.

1. Applicant Information
2. Designation Sought
3. Research Status
4. Research Cover Page
5. Property Information
6. Non-Residential Information (If applicable)
7. Architectural Information
8. Property History
9. Deed Chain Report
10. Corresponding documentation
11. Applicant's Statement of Significance
12. Fee Schedule

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Suggested Research Resources

Ashtabula County Recorder (Deeds and other land records) -

<https://www.ashtabulacounty.us/348/Recorder>

Ashtabula County Auditor (Tax Records) - <http://www.ashtabulacountyauditor.org/>

Ashtabula County Probate Court (Estate Searches) -

https://courts.co.ashtabula.oh.us/probate_court.htm

Ashtabula County District Library (Genealogy & other historical records) -

<https://www.acdl.info/genealogy/>

Sanborn Insurance Maps - <https://oaks.kent.edu/sanborn>

This Old House - How to Research Your Old House -

<https://www.thisoldhouse.com/21015083/how-to-research-the-history-of-your-house>

U.S. Census Records - <https://www.archives.gov/research/census/online-resources>

Ohio Obituary Index - <https://www.rbhayes.org/main/ohio-obituary-index/>

Local Historical Societies - Contact us for more information

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Applicant Information

Applicant Name: _____

First Name: _____

Last Name: _____

Mailing Address: _____

Phone: _____ **Email:** _____

Are you the current legal owner or authorized representative of the property? ☐ Yes ☐ No

Relationship to Property

- ☐ Current Owner
- ☐ Co-Owner
- ☐ Business Owner
- ☐ Organization Representative
- ☐ Church Representative
- ☐ Family Member
- ☐ Researcher
- ☐ Other: _____

Current Owner Name: _____

Phone number: _____ **Email:** _____

Mailing Address: _____

Signature of Owner

Signature of Owner

Print Owner Name

Print Owner Name

Designation Sought

Residential

- ☐ **Century Home** - \$250 application fee (\$50 discount for complete digital application)
- ☐ **Century Homesite** - \$125 application fee (\$25 discount for complete digital application)

Non-Residential

- ☐ **Historic Business**
- ☐ **Historic Church**
- ☐ **Historic Landmark**

Previous Designations

Has this property previously received a historical designation?

- ☐ **Yes**
- ☐ **No**
- ☐ **Unknown**

If yes:

Designation Name: _____

Organization Providing Designation: _____

Approximate Date: _____

Certificate/Plaque Number, if applicable: _____

Please provide supporting documentation if available

Dedication Preference

On-Site Dedication Ceremony: ☐ Yes ☐ No

Preferred Date: _____ Preferred Time-Frame: _____

Publicly Advertised Dedication: ☐ Yes ☐ No

If yes, please mark preferred places: ☐ ACHS Social Media ☐ ACHS Website ☐ Newspaper

Newspaper Advertisement may include an additional cost

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Research Status

Research Status

- ☐ **Complete, submitted with application**
- ☐ **Research assistance requested - Century Home Committee Researchers**

How much historical information do you currently have?

- ☐ **Extensive**
- ☐ **Some**
- ☐ **Very little**
- ☐ **None**

Would you like assistance identifying potential historical resources?

- ☐ **Yes**
- ☐ **No**

Research provided should include:

- **Deed search report and copies of deeds establishing chain of ownership ***
- **Copies of historical sources pertaining to the architecture and social history of the home ***
- **Surveyors' sketches of the house and parcel ***
- **Tax records, especially where significant changes in the value of the property are noted ***
- **Photos – current and historic – of the home, unique features, and architectural elements documenting the history of construction ***
- **Maintenance records, where available, especially when indicative of preservation of historic elements**
- **Descriptions of building materials**

***Required for all program designations - Materials provided will not be returned.**

Please note: Submission of an application does not guarantee that ACHS will be able to conduct all research on behalf of the applicant. Additional documentation or research may be requested during the review process.

Century Home Program Application Research Cover Page

This document must be included with your research.

Property Address: _____

The research packet for the above property includes the following (check all that apply:)

- ☐ **Deed chain report**
- ☐ **Copies of deeds establishing chain of ownership**
- ☐ **Copies of historical sources pertaining to the architecture and social history of the home**
- ☐ **Surveyors' sketches of the house and parcel**
- ☐ **Tax records, especially where significant changes in the value of the property are noted**
- ☐ **Photos – current and historic – of the home, unique features, and architectural elements documenting the history of construction**
- ☐ **Maintenance records, where available, especially when indicative of preservation of historic elements**
- ☐ **Descriptions of building materials**
- ☐ **Summary of the history of the home**

ACHS does not require specific materials, but research must be presented that confirms the following information about the home:

- **Chain of ownership from claimed build year to present.**
- **Applicant is owner-occupant (best demonstrated via current tax record.)**
- **Property is currently well maintained (best demonstrated via photos.)**

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Property Information

Property Address: _____

City, State, ZIP: _____

Township: _____ Lot size: _____

Purchase Date: _____ Parcel No.(s) _____

Residential Information

Architectural Style, If known: _____

Original purpose of the residence:

- ☐ Single-family home
- ☐ Farmhouse
- ☐ Multi-family residence
- ☐ Other: _____

Current Use:

- ☐ Single-Family Residence
- ☐ Multi-Family Residence
- ☐ Vacant
- ☐ Other: _____

Actual Year Built: _____ Builder: _____

How was the construction date determined?

- ☐ County property records
- ☐ Historic deed
- ☐ Newspaper
- ☐ Sanborn map
- ☐ Historic directory
- ☐ Previous historical research
- ☐ Family records
- ☐ Plaque/certificate
- ☐ Other: _____

Is the exact construction year known?

- ☐ Yes
- ☐ No
- ☐ Approximate

If approximate, provide the estimated date or range:

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Non-Residential Information

Business Property Information

Complete if applying for Historic Business designation.

Business Name: _____

Original Business Name, if different: _____

Year Business Was Established: _____

Year Business Began Operating at This Location: _____

Nature of Business: _____

Known Owners/Operators: _____

Is the business still operating?

☐ Yes

☐ No

Please provide any additional history: _____

Church Property Information

Complete if applying for Century Church designation.

Church/Organization Name: _____

Year Established: _____

Year Current Building Was Constructed: _____

Previous Locations: _____

Known Founders: _____

Important Events or Milestones: _____

Architectural or religious features of historical significance: _____

Please provide any additional history: _____

Landmark Property Information

Complete if applying for Century Landmark designation.

Historic Name: _____

Current Name: _____

Date Established/Constructed: _____

Historical Event or Association: _____

Individuals Associated With the Property: _____

Please provide any additional history: _____

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Architectural Information

Please provide any information you know about the property's architecture.

Architectural Style, if known: _____

Has the property ever been significantly altered, expanded, renovated, or restored?

- ☐ **Yes**
- ☐ **No**
- ☐ **Unknown**

Please describe: _____

Original building materials:

- ☐ **Brick**
- ☐ **Wood**
- ☐ **Stone**
- ☐ **Concrete**
- ☐ **Stucco**
- ☐ **Other:** _____

Historic Features

Check any original features that remain:

- ☐ **Windows**
- ☐ **Doors**
- ☐ **Trim**
- ☐ **Flooring**
- ☐ **Staircase**
- ☐ **Fireplace**
- ☐ **Cabinetry**
- ☐ **Hardware**
- ☐ **Siding**
- ☐ **Masonry**
- ☐ **Roof features**
- ☐ **Other:** _____

Please describe any particularly significant architectural features:

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Property History

Who was the original owner, or occupant, if known? _____

Has the property ever been moved?

- ☐ Yes
- ☐ No
- ☐ Unknown

Were there any notable individuals, families, businesses, organizations, or events associated with the property? ☐ Yes ☐ No ☐ Unknown

Historical Documentation

Please identify any historical materials you currently have.

- | | |
|---|---|
| ☐ Historic photographs | ☐ Historic maps |
| ☐ Historic deeds | ☐ Sanborn Fire Insurance Maps |
| ☐ Newspaper articles | ☐ Tax records |
| ☐ Letters | ☐ Architectural plans |
| ☐ Diaries | ☐ Previous historical research |
| ☐ Family records | ☐ Historic certificates or plaques |
| ☐ Business records | ☐ Oral history |
| | ☐ Other: _____ |

Please tell us what you know about the history of the property: _____

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Deed Chain Report

Property Address: _____

Date: _____ Vol: _____ Page: _____ Copy Included: ☐ Yes ☐ No

Grantor(From): _____

Grantee(To): _____

Date: _____ Vol: _____ Page: _____ Copy Included: ☐ Yes ☐ No

Grantor(From): _____

Grantee(To): _____

Date: _____ Vol: _____ Page: _____ Copy Included: ☐ Yes ☐ No

Grantor(From): _____

Grantee(To): _____

Date: _____ Vol: _____ Page: _____ Copy Included: ☐ Yes ☐ No

Grantor(From): _____

Grantee(To): _____

Date: _____ Vol: _____ Page: _____ Copy Included: ☐ Yes ☐ No

Grantor(From): _____

Grantee(To): _____

Date: _____ Vol: _____ Page: _____ Copy Included: ☐ Yes ☐ No

Grantor(From): _____

Grantee(To): _____

Date: _____ Vol: _____ Page: _____ Copy Included: ☐ Yes ☐ No

Grantor(From): _____

Grantee(To): _____

Date: _____ Vol: _____ Page: _____ Copy Included: ☐ Yes ☐ No

Grantor(From): _____

Grantee(To): _____

Date: _____ Vol: _____ Page: _____ Copy Included: ☐ Yes ☐ No

Grantor(From): _____

Grantee(To): _____

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Applicant's Statement of Significance

Why should this property be recognized?

Please explain in your own words why you believe this property is significant to Ashtabula County.

Applicant Certification

- ☐ *I certify that the information provided in this application is true and accurate to the best of my knowledge.*
- ☐ *I understand that the Century Home Committee may conduct additional research and may contact me for clarification or supporting documentation.*
- ☐ *I understand that submitting an application does not guarantee designation.*
- ☐ *I understand that the designation is a recognition through the Ashtabula County Historical Society and does not, by itself, constitute placement on the National Register of Historic Places, establish legal historic preservation restrictions, or guarantee financial, tax, grant, insurance, or property-value benefits.*

Applicant Name: _____

Signature: _____

Date: _____

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Fee Schedule

Application Cost

Residential

- ☐ Century Home - \$250 Application fee
- ☐ Century Homesite - \$125 Application fee

Non-Residential

- ☐ Historic Business - \$100 Application fee
- ☐ Historic Church - \$25 Donation to ACHS requested
- ☐ Historic Landmark - \$25 Donation to ACHS Requested

- ☐ Digital-only discount - \$25
- ☐ Membership discount - \$25

Plaque Preference

- ☐ Premium: \$460 - 8 x 10.58

Shaped like Ashtabula County with images of a Century Home and Covered Bridge (Aluminum)

- ☐ Basic Square: \$228.63 - 6 " Horizontal 4" Vertical with Year Built Date (Aluminum)
- ☐ Basic Circular: \$196.88 - 6" with Year Built Date (Aluminum)

****Please note:** Cost of plaques are subject to change. An estimate and an example image of the plaque will be provided that must be approved before ordering.**

Dedication Preference - Optional

- ☐ On-Site Ceremony - \$25
- ☐ Newspaper Promotion - Estimate to be provided