

## **Bow Heritage Commission Historic Building Sign Recognition Program**

The Bow Heritage Commission would like to recognize the historic buildings that are located in Bow. If you own a building situated in Bow, we would like to know, if you would be interested in identifying said structure with a specifically designed Historic Commission approved sign commemorating the building's origin, events or significance. ***The building, dwelling, structure, or landmark must be 100 years old or older to qualify. Newer if special historical significance is established.***

**Procedure:** *Complete the attached Application forms with the building's history along with source materials and send to or deliver to.*

Bow Heritage Commission  
10 Grandview Road  
Bow, New Hampshire 03304

It is important that the Applicant provide proof of the building's date of origin and significance along with copies of the source information to support the requested sign dates and text. The Bow Heritage Commission will review applications for completeness and accuracy and will notify the Applicant concerning questions and approval status. The Heritage Commission does not independently research an applicant's building and is not a guarantor of the accuracy of the sign's date and text.

### **Guidelines:**

1. The name of the building should reflect the name of the owner who occupied it at the time period. In many cases, this will be the first owner, but if the first owner lived there for only a few years, a subsequent owner may be more appropriate. Sometimes, it will make sense to hyphenate two last names (e.g., Wiggin-Alexander House), when there have been two primary early owners. To avoid confusion use a first name as well, when appropriate (e.g., Simon Wiggin House). Non-Residential buildings usually have their own name; Contact the Heritage Commission for ideas or with questions. (See attached research tips and guidelines). An Applicant should document and attach support for the requested sign text.
2. The property may be any building or historic site within the Town of Bow that meets the historic guidelines and requirements.
3. Please place your sign in a location visible from the street and in a location where the mailman will not confuse the sign information with your mailing address.

Page (1)

**Sign Specifications:** All signs will be Bow Heritage Commission shape and format and contain the words Bow Heritage Commission. Sample shape and sizes are attached to this document.

**Bow Heritage Commission Historic Sign Application**

Applicant Information:

Name \_\_\_\_\_

Phone: \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

Street \_\_\_\_\_ Fax \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Address of Property if Different \_\_\_\_\_

\_\_\_\_\_

Are you the current owner of the property? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If "No" is selected, who is the current owner of the property.

**Property History Information-Attach all supportive information!**

The Bow Heritage Commission and the Town Planning Department has information on most properties in Bow.

Please provide the following information and copies of your source of information. **It is important to provide copies of the sources of dates and information for the requested sign text.**

Year of Construction \_\_\_\_\_ Town Planning Department/Assessor

Name of Original Owner \_\_\_\_\_ Deeds papers.

Name of Builder if known \_\_\_\_\_ Source

Sources of Information \_\_\_\_\_

Is the property listed on the Town Building Inventory \_\_\_\_\_ Yes?

If yes attach copy of block number and lot number \_\_\_\_\_

Additional Information: Please attach copies of any supportive information concerning your building (i.e. Bow History, deeds, newspaper articles, building permits, tax assessment cards, and any other sources of information to support your request.

## **Bow Heritage Commission Historic Building Sign Program**

### **Resources and Research Guidelines**

**When researching information on your building please consider these resources.**

If your dwelling, structure, or building was constructed **before 1823**, then your records would be contained in Rockingham County Registry of Deeds. Fortunately you do not have to drive to the Rockingham County Registry of Deed because most of the early records of Bow dating back to colonial days are situated at the New Hampshire Bureau of Records and Achieves located on South Fruit Street in Concord.

Maps of early land and lot layouts can be found in the History of Bow, 100 Acres more or less by David Bundy and the Bow historical Commission. The Baker Library has this book. It can also be purchased at the Selectmen's office at 10 Grandview Road.

If your dwelling, structure or building was constructed **after 1823**, than you can find your deed at the Merrimack County Registry of Deeds located on North Main Street in Concord at the courthouse.

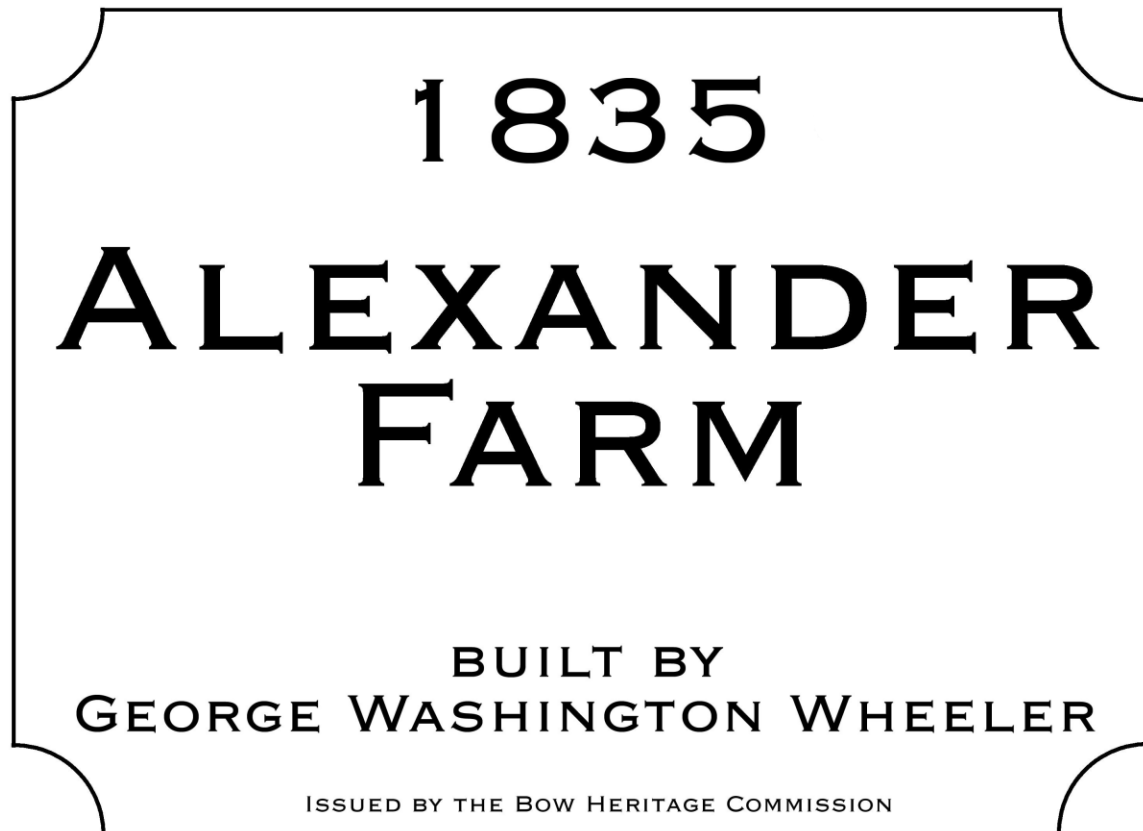
Locally in Bow you can find your building and lot information at the Town Planning Offices situated at 10 Grandview Road in Bow.

The Bow Heritage Commission has extensive information available that can be researched by a Commission Member in the event all other resources have been exhausted. Our information is basically utilized to verify any discrepancies in requested application source data.

#### **You're Local Contact Points:**

Gary D. Nylen Chairman, Bow Heritage Commission  
603/496-5239 E-mail [gary42bow@comcast.net](mailto:gary42bow@comcast.net)

Faye Johnson Secretary: Bow Heritage Commission  
603/228-8149 E-mail [fjohnson915@myfairpoint.net](mailto:fjohnson915@myfairpoint.net)



The above sign is an example of the format used for this historic sign that will be used as the master layout for each sign with the wording that you require to be placed within the boundaries of this existing sign blank size.

**The aluminum sign blank will be 11" Height x 17" length**

**The Font Will Be Copperplate with the Font Size of the Date and Name Line Being The Same.**

**The Smaller Font Style will be Copperplate with Your Identifying Information as Written on The Attached Form.**

**Every Sign Will Have Issued By The Bow Heritage Commission At The Bottom**

**The Cost of Each Sign Will be \$60.00**

**(Draft)REQUEST FOR BOW HERITAGE COMMISSION HISTORICAL  
SIGN**

LINE: (1) THE HISTORICALLY DOCUMENTED DATE OF THE STRUCTURE, DWELLING OR OTHER HISTORIC EVENT.

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LINE: (2) THE DOCUMENTED INFORMATION IDENTIFYING THE STRUCTURE, DWELLING OR HISTORIC EVENT BY NAME ETC. NOTE: IF ONE LINE THAN THE FONT SIZE WILL BE THE SAME SIZE AS THE YEAR DATE. IF MORE THAN ONE LINE THAN ADDITIONAL LINE OR LINES FONT SIZE WILL BE ADJUSTED TO MEET REQUIREMENTS. LINE (1) AND LINE (2) FONT SIZE WILL BE THE SAME SIZE THUS IDENTIFYING THE PREDOMINANT HISTORICAL INFORMATION.

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PLEASE FILL OUT THE ABOVE DOCUMENTED HISTORICAL INFORMATION TO THE BEST OF YOUR KNOWLEDGE. CONTACT THE BOW HERITAGE COMMISSION IF YOU NEED ASSISTANCE. WE WILL WORK WITH YOU TO GIVE YOU THE INFORMATION YOU WANT TO IDENTIFY YOUR HISTORICAL HOUSE OR EVENT KEEPING WITH THE NEED FOR STANDARDIZING THE HISTORICAL DESIGNATION FORMAT.

NOTES:

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SIGNATURE OF APPLICANT: \_\_\_\_\_ DATED / /

