



State Historic Preservation Office

South Carolina Department of Archives and History
8301 Parklane Road | Columbia, SC | 29223
scdah.sc.gov

SOUTH CAROLINA HISTORICAL MARKER APPLICATION

PROPOSED MARKER TITLE

PROPOSED LOCATION OF MARKER – Include a city or county map with location clearly marked
Please review attached SCDOT policies on marker locations

SPONSORING ORGANIZATION – write name as it should appear on marker

MARKER TYPE

CITY-SIZE MARKER, 24" x 36", 1" LETTERS (sites in incorporated cities and towns)

COUNTRY-SIZE MARKER, 42" x 32", 1.5" LETTERS (all other sites)

The coordinator of the South Carolina Historical Marker Program, on behalf of the South Carolina Department of Archives and History, works with sponsoring organizations to research, draft, revise, and approve texts for markers.

The coordinator of the program has the responsibility to ensure that marker texts are both accurate and appropriate, and the Director of the Department of Archives and History has the final authority to approve texts for the official state historical marker program.

MARKER TEXTS

The Department of Archives and History recommends that prospective marker sponsors contact the coordinator of the South Carolina Historical Marker Program to determine if the place being proposed for a historical marker meets the criteria of the official state historical marker program.

Marker applications should include a brief narrative paragraph or two describing the basic history of the place being marked. This description will **NOT** appear on the marker but is a guide for the coordinator in preparing the marker text. The most important component of a marker application is documentation of the history and significance of the marker subject and site. Sponsors should therefore furnish copies of relevant portions of major primary and secondary sources for the coordinator to review alongside the 1-2 paragraph narrative.

Contact the coordinator of the South Carolina Historical Marker Program for advice about submitting relevant documentation.

A draft text will be prepared by the coordinator and sent to sponsors for their review and comments. After any further revisions necessary, the final text will be approved and signed by the director of the South Carolina Department of Archives and History.

MARKER APPLICATION SUBMITTED BY:

NAME _____
SPONSORING ORGANIZATION _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____
PHONE _____ EMAIL _____

APPLICATION FEE

Payable to South Carolina Department of Archives and History

\$250.00

If a proposed marker does not meet the criteria of the South Carolina Historical Marker Program, the application fee will be refunded.

MARKER PRICES (Effective July 1, 2020, through May 1, 2022)

City-Size:	same text both sides with 7' post	\$1970.00
	different text each side with 7' post	\$2170.00
Country-Size:	same text both sides with 7' post	\$2100.00
	different text each side with 7' post	\$2280.00

Do not send this payment to the Department of Archives and History.

After the final marker text is approved by the director, the applicant will send a **separate** check to:

Sewah Studios
190 Millcreek Road
Marietta, Ohio 45750
(888) 557-3924
info@sewahstudios.com
www.sewahstudios.com

Breakaway post systems, which are required if the marker will be installed in an SCDOT right-of-way, must be purchased separately. Sewah Studios does not sell these systems, but they must be notified if such a system will be used.

RETURN APPLICATION TO:

Edwin C. Breeden
South Carolina Historical Marker Program
South Carolina Department of Archives and History
8301 Parklane Road
Columbia, S.C. 29223
(803) 896-6182
ebreeden@scdah.sc.gov
scdah.sc.gov/historic-preservation/programs/historical-markers

SCDOT HISTORICAL MARKER POLICIES

As soon as possible, applicants for S.C. Historical Markers should contact their county's South Carolina Department of Transportation (SCDOT) Maintenance Engineer to determine if their proposed marker location is in a state right-of-way.

If your marker **is** located in a state right-of-way, you will have to take the following additional steps:

- Purchase a **breakaway post system** to ensure the marker meets SCDOT highway safety guidelines. These systems cost several hundred dollars and require **professional, specialized installation**. Breakaway systems must be purchased separately from the standard marker and post.
- Apply for an SCDOT **encroachment permit** to erect the marker. Encroachment applications should not be submitted to SCDOT until **after** SCDAH has finalized the marker text and sent sponsors a formal approval letter.
- Notify marker manufacturer Sewah Studios that your marker will require a breakaway system. Sewah must know this **before** they begin production so they can specially fabricate the marker to receive the correct type of post for the breakaway system.

Sponsors should also be aware that SCDOT does not accept delivery of markers, does not install markers, and does not maintain markers, even those that are placed in the right-of-way. Marker sponsors are responsible for all of these tasks.

If your marker **is not** located in a state right-of-way, then SCDOT does not require any of these additional steps. However, sponsors must also ensure their preferred marker location complies with any applicable local regulations, which vary across the state.

For additional information on SCDOT marker policies, contact marker program coordinator Edwin Breedon at ebreedon@scdah.sc.gov or 803-896-6182.