

Historic Sites Committee
Procedural Guidelines
December 2013

The Historic Sites Committee of the London Public Library Board identifies and marks historic buildings, places, and people of local significance. The purpose of the plaques is to inform Londoners and visitors about the city's history, to interest Londoners in the preservation and appreciation of their heritage, and to maintain an easily accessible archive of research materials in the Ivey Family London Room at the London Public Library's Central branch.

The Historic Sites Committee welcomes suggestions for plaques from members of the community, and we invite you to consider our guidelines.

Sites may be related to specific individuals or events; they may also have environmental or natural history significance. It is important that the subject of a plaque be connected to a specific site; plaques about general historical trends cannot be considered. The HSC will not plaque something that is simply a "first" unless there is greater historical significance involved.

The HSC will not erect plaques to living people. At least twenty years must have elapsed since an event or the death of an individual before a plaque will be considered.

The site must permit easy public access to the plaque.

If a site has provincial or national significance, an approach should be made to other plaquing bodies first such as Ontario Heritage Foundation, Historic Sites and Monuments Board of Canada, so that the site can benefit from the greater publicity that such a plaque can provide. To avoid duplication, the HSC does not plaque sites that have already been recognized by other heritage bodies.

The permission and cooperation of the property owner is essential before a plaque is authorized. The HSC will seek this permission and, if it is not forthcoming, may investigate the possibility of alternate sites for any plaque suggested.

Sites must be within London city limits.

The plaques erected by the HSC are for information purposes only. They are not connected with plaques that indicate heritage designation.

All plaques remain the property of the London Public Library. Should circumstances necessitate the removal of a plaque, it must be returned to the Library so an alternate site can be investigated.